



Let's Solve

Ref : LTI/HR/10642737

Date : 03/25/2022

Name: Debakinandana Choudhury

Location: LTI - Hyderabad SEZ II

Dear Debakinandana Choudhury,

Relieving Letter

We are in receipt of your intimation on 01/19/2022 tendering your resignation from the services of the company, which we hereby accept.

As requested, you will be relieved of your duties from the close of the working hours of 03/25/2022. The following adjustments towards the notice period are made:

Request Notice Period(Days)	90
Notice Period given by you(Days)	66
Notice Period waived off as LWD falling on Weekly off(Days)	0
Shortfall in notice period(Days)	24
Notice Period to be waived off	24
Leave balance(Days)	78
Leave to be adjusted against the Notice Period	0
Balance Shortfall after adjusting leave	0
Balance leave to be paid(Days)	78
Balance Recovery(Days)	0

On clearance from concerned departments, the SSC team will settle your dues, post recoveries (if any).

On completion of your Full & Final settlement, service certificate will be issued.

For Larsen & Toubro Infotech Ltd.

Global Operations HR-India

Note: Date Format MM/DD/YYYY