

21/08/2021

Mr. Madhukumar,  
Engineer – QA  
Emp Code : S3-261  
#121, 3<sup>rd</sup> cross, 20<sup>th</sup> Ward,  
Kolathur Hobali, Bangalore Rural,  
Bangalore – 562114

Mr. Madhukumar,

You have been absent without leave since 03/07/2021. No request for leave has been received from you till date nor have we received any intimation for the reasons for absence.

We had issued a notice to you by mail dated 22/07/2021 requesting you to intimate reasons for your absence by 30<sup>th</sup> July 2021, failing which we would initiate action to terminate your services. We have not received any communication from you till date.

As per clause 9 of the terms and conditions specified in your appointment order issued to you on 02.06.2021 and accepted by you, any unauthorized absence from work for 8 consecutive working days leads to termination of your employment with the company without any notice.

In consideration to the above mentioned clause stated and the fact of getting no response from you to the notice issued on 22/07/2021 your services has been terminated with immediate effect.

**For KONGOVI PVT. LTD.**

  
Sr. Manager - HR & Admin

For Kongovi Pvt Ltd

**Kongovi Private Limited**

(Formerly known as Kongovi Electronics Pvt. Ltd.)

377, 10<sup>th</sup> Cross, IV Phase, Peenya Industrial Area, Bangalore - 560058, India

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