



Manohar Singh <manohar.singh@williamoneilindia.com>

Resignation Acceptance

3 messages

Akhila Arjunan <akhila.arjunan@williamoneilindia.com>
To: Manohar Singh <manohar.singh@williamoneilindia.com>
Cc: Deepthi Paningapalli <deepthi.paningapalli@williamoneilindia.com>, Hetal Modi <hetal.modi@williamoneilindia.com>

Tue, Oct 22, 2019 at 3:36 PM

Dear Manohar,

We are in receipt of your resignation from services dated **25th September 2019**. Your request for early relieving has been approved and you will be relieved of your duties by the close of business hours of **15th November, 2019**.

As a part of your exit formalities you are required to submit a duly signed and completed No Dues and Clearance form on the last working day to HR department.

You are not allowed to transmit / copy / download ANY DATA to your personal E-mail ID. You will not remove from WILLIAM O'NEIL INDIA premises or take printouts or copy onto any removable digital media like USB, hard disks, memory cards, etc. or allow others to copy the contents of any document, computer disk, tape or other tangible item which contains any Confidential Information of WILLIAM O'NEIL GROUP that you may have had access to during the course of your employment without prior approval.

You will also return forthwith to WILLIAM O'NEIL INDIA all documents, computer disks and tapes in your possession or under your control which belong to WILLIAM O'NEIL GROUP or which contain or refer to any Confidential Information. This includes information relating to assignments / projects you may personally have worked on or any other non public information relating to the WILLIAM O'NEIL GROUP.

Subject to completion of your formalities you will be relieved from the services of WILLIAM O'NEIL INDIA Ltd. A formal service certificate will be issued subject to clearances within 30 working days of separation.

If you need any clarifications please contact me on akhila.arjunan@williamoneilindia.com

Regards

Akhila A
Manager - Human Resources and Administration

WILLIAM O'NEIL INDIA | Bangalore, India | Direct: +91 80 67453805
Mobile: +91 9731130303 | Fax: +91 80 67453814

Manohar Singh <manohar.singh@williamoneilindia.com>

Tue, Oct 22, 2019 at 3:51 PM

To: Akhila Arjunan <akhila.arjunan@williamoneilindia.com>

Cc: Deepthi Paningapalli <deepthi.paningapalli@williamoneilindia.com>, Hetal Modi <hetal.modi@williamoneilindia.com>

Thanks for the mail.

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Manohar Singh <manohar.singh@williamoneilindia.com>

Tue, Oct 22, 2019 at 3:51 PM

To: mksnitc@gmail.com

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