

Kinagi, Prashant

From: Cruz, Lissette
Sent: Tuesday, 25 May 2021 9:51 am
To: Kinagi, Prashant
Cc: sushma@bhilwarainfo.com; debajit.sil@bhilwarainfo.com; Rishith@bhilwarainfo.com; madhurima@bhilwarainfo.com
Subject: RE: Exit Formalities - Final Clearance From HPE Client

Hi Prashant – please see my comments below.

Thank you,
Lissette

Client	Hewlett Packard Enterprise (HPE)
Reporting Manager	Cruz Lissette, cruz@hpe.com

S/No.	Particulars	Employee Comments Prashant Kinagi - BIL4136
1	IT assets (Laptop, Charger. Mouse, Data Card, LAN cable etc.) returned at client location (Yes / No / NA) –	NA - (IT Assets (Laptop, Charger. Mouse, LAN cable and Head Set) provided By Payroll Company (Bhilwara Infotechnology Ltd, Bangalore))
2	ID Card & Access Card returned at client location (Yes / No / NA) –	NA - (No ID Card & Access Card Provided)
3	Other Assets, if any (Drawer Key / Documents / Project Files etc.) returned at client location (Yes / No / NA) –	Yes Documents Files and Project Files has be shared in the Specified Location
4	Timesheet submitted till LWD in Client portal - (Yes / No / NA) –	Yes
5	Manager's approval received for filled timesheet (Yes / No / NA) –	No

From: Kinagi, Prashant <prashant.kinagi@hpe.com>
Sent: Tuesday, May 25, 2021 10:25 AM
To: Cruz, Lissette <cruz@hpe.com>
Cc: sushma@bhilwarainfo.com; debajit.sil@bhilwarainfo.com; Rishith@bhilwarainfo.com; madhurima@bhilwarainfo.com
Subject: Exit Formalities - Final Clearance From HPE Client

Hi Lissette,
Greetings,

I have updated my comments for each particulars in the Below table, Please update in the Client Comments table , Based on the Client confirmation , F & F Settlement will be process. Details are below, please go through it once,

Client	Hewlett Packard Enterprise (HPE)
Reporting Manager	Cruz Lissette, cruz@hpe.com

S/No.	Particulars	Employee Comments Prashant Kinagi - BIL4136
1	IT assets (Laptop, Charger. Mouse, Data Card, LAN cable etc.)returned at client location (Yes / No / NA) –	NA - (IT Assets (Laptop, Charger. Mouse, LAN cable and Head Set) provided By Payroll Company (Bhilwara Infotechnology Ltd, Bangalore))
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4	Timesheet submitted till LWD in Client portal - (Yes / No / NA) –	Yes
5	Manager's approval received for filled timesheet (Yes / No / NA) –	No

With Regards,
Prashant Kinagi