

## Singh, Shitij

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**From:** Singh, Shitij  
**Sent:** Tuesday, February 12, 2019 3:08 PM  
**To:** Chinnam, Udayini  
**Subject:** Re: Notice Period One Month

Hi Udayini,  
Please proceed asap. Yes I am OK with it.

with warm regards,  
Shitij Singh

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**From:** Chinnam, Udayini  
**Sent:** Monday, February 11, 2019 7:45 PM  
**To:** Singh, Shitij  
**Subject:** RE: Notice Period One Month

Hi Shitij,

I am referring to the NP recovery part in my initial email. Are you okay with it.

Regards,  
Udayini

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**From:** Singh, Shitij <Shitij.Singh@genpact.com>  
**Sent:** Monday, February 11, 2019 6:57 PM  
**To:** Chinnam, Udayini <udayini.chinnam@genpact.com>  
**Cc:** Mukhey, Hani <hani.mukhey@genpact.digital>  
**Subject:** Re: Notice Period One Month

Hi Udayini,  
Due to my personal family problem I need an early release on 18th of Feb 2019.  
I am the only son in my family and I have to support them as they have already achieved the age of 60s.  
My father has already suffered from septicemia and he needs to be taken care.

with regards,  
Shitij Singh

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**From:** Chinnam, Udayini  
**Sent:** Monday, February 11, 2019 4:34 PM  
**To:** Singh, Shitij  
**Cc:** Mukhey, Hani; Mukhey, Hani  
**Subject:** RE: Notice Period One Month

Hi Shitij,

As you would have received OOO, we are in critical activity.

Nevertheless, I will check with the Ops team and revert on their call. Meanwhile, you haven't reverted on my initial email with your consent awaiting the same.

Regards,  
Udayini

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**From:** Singh, Shitij <[Shitij.Singh@genpact.com](mailto:Shitij.Singh@genpact.com)>  
**Sent:** Friday, February 08, 2019 4:50 PM  
**To:** Chinnam, Udayini <[udayini.chinnam@genpact.com](mailto:udayini.chinnam@genpact.com)>  
**Cc:** Mukhey, Hani <[hani.mukhey@genpact.digital](mailto:hani.mukhey@genpact.digital)>; Mukhey, Hani <[hani.mukhey@genpact.digital](mailto:hani.mukhey@genpact.digital)>  
**Subject:** Re: Notice Period One Month

Hi udayini,

I am trying to contact you from past 2 weeks and over here in Noida office they are saying that all this mater is in your hand. In this case i am not getting any information or updates from anyone.

Daily i am trying to contact you and the authorities but in the end of the day i fail with no result.

I want to know about the final settlement that you mentioned in your last mail.

It is a very keen request from my side Please share the details.

with regards,  
Shitij Singh

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**From:** Singh, Shitij  
**Sent:** Monday, February 4, 2019 3:24 PM  
**To:** Chinnam, Udayini  
**Cc:** Singh, Shishir; Sharma, Mithileshwar; Saxena, Harsh; Methuku, Shashank  
**Subject:** Re: Notice Period One Month

Hi Udayini,

Please inform me regarding further proceedings.

with warm regards,  
Shitij Singh

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**From:** Singh, Shitij  
**Sent:** Friday, January 25, 2019 4:06:04 PM  
**To:** Chinnam, Udayini  
**Cc:** Singh, Shishir; Sharma, Mithileshwar; Saxena, Harsh; Methuku, Shashank  
**Subject:** Re: Notice Period One Month

Hi Udayini,

I want 18-Feb-2019 as my last working day.

with regards,  
Shitij Singh

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**From:** Chinnam, Udayini  
**Sent:** Thursday, January 24, 2019 10:33:18 PM  
**To:** Singh, Shitij  
**Cc:** Singh, Shishir; Sharma, Mithileshwar; Saxena, Harsh; Methuku, Shashank  
**Subject:** RE: Notice Period One Month

Hi Shitij,

Thanks for the sharing the trigger.

He stance remains as mentioned below, please suggest so that I can check if we can release you early.

Regards,  
Udayini

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**From:** Chinnam, Udayini  
**Sent:** Wednesday, January 23, 2019 5:43 PM  
**To:** Singh, Shitij <[Shitij.Singh@genpact.com](mailto:Shitij.Singh@genpact.com)>  
**Cc:** Singh, Shishir <[Shishir.Singh@genpact.com](mailto:Shishir.Singh@genpact.com)>; Sharma, Mithileshwar <[Mithileshwar.Sharma@genpact.digital](mailto:Mithileshwar.Sharma@genpact.digital)>; Saxena, Harsh <[harsh.saxena1@genpact.digital](mailto:harsh.saxena1@genpact.digital)>; Methuku, Shashank <[shashank.methuku@genpact.digital](mailto:shashank.methuku@genpact.digital)>  
**Subject:** RE: Notice Period One Month  
**Importance:** High

Hi Shitij,

Please note, the Notice period policy needs to be adhered here.

In case you require an early release, we will have to have enough details around it and the decision lies with Operations team and HR leadership equally. In case the early release is approved, please be appraised that the remaining NP will be recovered in your F&F.

Please suggest if you have logged your exit on ESS and share the trigger email with me.

Regards,  
Udayini

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**From:** Singh, Shitij <[Shitij.Singh@genpact.com](mailto:Shitij.Singh@genpact.com)>

**Sent:** Wednesday, January 23, 2019 5:35 PM

**To:** Chinnam, Udayini <[udayini.chinnam@genpact.com](mailto:udayini.chinnam@genpact.com)>; Sharma, Mithileshwar <[Mithileshwar.Sharma@genpact.digital](mailto:Mithileshwar.Sharma@genpact.digital)>

**Cc:** Singh, Shishir <[Shishir.Singh@genpact.com](mailto:Shishir.Singh@genpact.com)>

**Subject:** Notice Period One Month

Hello Sir,

This mail is regarding my notice period .

It is a very keen request to get me relieved within a month as i was on bench for a long time.

I have already resigned on 18-Jan-2019.

with regards,  
Shitij Singh