**Removing Employees From UPRAiZAL Application**

There needs to be a flow defined to remove Employees from Upraizal.

No Employee should be deleted from Application, from Active Status they should become Inactive with relevant Dates.

There should be a Last Working Date recorded for the Employee who is Inactive now

Only Application Admin can Remove Employees. Just like Only Admin can Add employees

When Removing an Employee, all his tasks should be shown in a separate Modal. There should be a Provision to allocate or reassign the tasks to the Employee’s R1

The tasks that are Allocated to R1 – should appear in the Delegate Task list of R1 and the usual process of delegation will run thereafter.