

Dear Komal Singh - 615389828,

Please consider this email as an acknowledgement / acceptance of your **resignation**. Your last working day at BT would be January 30, 2025.

The full and final settlement process takes 45 days from your last working day or the day the final approval is received from the relevant BT departments mapped on the e-exit tool, this process includes issuance of the relieving **letter**.

We wish you success in your future endeavours.

Please do not hesitate to contact Full and Final team for any queries at fnf@bt.com.

Please refer the attachment to know the actions that needs to be performed by you, your Line Manager and sub functional departments to ensure a seamless exit process.

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