

Date: 16-Jun-25

To

**Genpact India Private Limited**  
DLF City - Phase V  
Sector 53,  
Gurgaon - 122002, Haryana  
India

Dear Sir/Madam

**Subject: Resignation from Employment with Genpact**

I have been on redeployment with the Company with effect from 17-Mar-25 . As per Company policy, I have been shown other opportunities however, the same did not work out. By this letter I wish to resign from the Company with immediate effect. The Company will be giving me Rs. 82073 Eighty Two Thousand Seveny Three as compensatory amount subject to applicable taxes, statutory and payroll adjustments as required by law or company policies. I hereby acknowledge that from 16-Jun-25 (**Effective Date**), I will cease to be an employee of the Company.

Kindly take my resignation on record and arrange to complete the necessary formalities. I am available for any cooperation that the Company may require from me for this purpose. Please note that I hereby:

1. Waive, release and discharge Genpact and all of its affiliates (including any of their directors, shareholders, officers, employees and agents) from any claims, rights or demands of the past, present or future, whether pursuant to contract, statute or otherwise, in connection with my employment.
2. Agree that in the event of any claim arising out of any statutory or other obligations (if any) of Genpact or any of its affiliates towards me in accordance with the applicable law or otherwise, I agree that the said amount paid as part of Full and Final Amount, will be adjusted against any such amounts due and payable by Genpact or its affiliates towards such claims.
3. Agree and affirm my commitment to keep confidential, and not to disclose any confidential information of Genpact or its affiliates, or make, publish or endorse any statement, announcement or any communication, whether written or oral, with the press, print media, social media including social and other networking sites or any other third party regarding the contents of this letter.
4. Will return to Genpact, any and all documents, manuals, devices, data, records, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, confidential information, intellectual property, material and any other documents or property, belonging to Genpact or any of Genpact's clients that has been entrusted and/or placed in its possession by virtue of and/ or during the course of my employment with Genpact, without making any copies, duplicates, reproductions thereof and/or extracts therefrom. The property of Genpact includes, but is not limited to, all IT assets like laptops/ computers and all accessories, cellular phone, any other equipment, corporate credit cards, files, books, papers, training material, memos, customer lists, access cards, client information, business and internal policies, payroll information and other proprietary documents existing in hard copy, on computer hard drive or a computer disk, software, passwords, hard tokens, etc.

**Genpact India Private Limited**  
DLF City, Phase V, Sector 53,

Gurgaon - 122002, Haryana, India.

T +91 124 283 2000; F +91 124 402 2674

**CIN:** U73100DL2005PTC307363

**Regd. Off.:** Genpact India Private Limited  
12A (Ground Floor) Prakash Deep Building 7  
Tolstoy Marg New Delhi-110001

5. I understand that in case there is breach, violation or failure to comply with any provision as stated above, Genpact will have no further obligations to make any payment to me as stated above, except and to the extent of payments compulsorily required to be made under applicable laws.

I understand that in addition to the compensatory amount provided above, any other amounts relating to salaries, leave balance, approved reimbursements for any submitted expenses up to the Effective Date shall be processed pursuant to Company's policies and procedures and will be shared separately under the full and final settlement document. I request you to acknowledge receipt of this letter and thank the Company for the opportunity extended to me.

Thanking you,  
Yours sincerely,

*Farhan Ahmad*  
Farhan Ahmad (Jun 17, 2025 12:13 GMT+5.5)

**Signed by Employee**

**Acknowledged**

*Anamta  
Baku*

\_\_\_\_\_  
Authorised Signatory  
Genpact India Pvt. Ltd.

**Genpact India Private Limited**

DLF City, Phase V, Sector 53,

Gurgaon - 122002, Haryana, India.

T +91 124 283 2000; F +91 124 402 2674

**CIN:** U73100DL2005PTC307363

**Regd. Off.:** Genpact India Private Limited  
12A (Ground Floor) Prakash Deep Building 7  
Tolstoy Marg New Delhi-110001

[www.genpact.com](http://www.genpact.com)

# Resignation-Cum-Release Letter

Final Audit Report

2025-06-17

Created:	2025-06-17
By:	Amarjeet Amarjeet (Amarjeet.Amarjeet1@genpact.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5dIDXFndTlxPpK4BFzRdrgZDYM5GGWc6

## "Resignation-Cum-Release Letter" History

-  Document created by Amarjeet Amarjeet (Amarjeet.Amarjeet1@genpact.com)  
2025-06-17 - 6:41:48 AM GMT
-  Document emailed to farhanahm389@gmail.com for signature  
2025-06-17 - 6:42:06 AM GMT
-  Email viewed by farhanahm389@gmail.com  
2025-06-17 - 6:42:26 AM GMT- IP address: 66.249.84.36
-  Signer farhanahm389@gmail.com entered name at signing as Farhan Ahmad  
2025-06-17 - 6:43:33 AM GMT- IP address: 49.14.156.51
-  Document e-signed by Farhan Ahmad (farhanahm389@gmail.com)  
Signature Date: 2025-06-17 - 6:43:35 AM GMT - Time Source: server- IP address: 49.14.156.51
-  Agreement completed.  
2025-06-17 - 6:43:35 AM GMT