

Date: 04-Dec-25

Emp Name: Rachna .

Staff No.: 441862

Date of Joining: 28-Aug-23

Dear **Rachna .,**

Subject: Acceptance of Resignation

We refer to your resignation dated **25-Nov-25** whereby you have submitted your resignation from the services of the Company.

This is to inform you that your resignation has been accepted. You will be relieved from the services of the Company on **26-Dec-25** subject to you clearing all the dues, if any. Your experience letter will be emailed to you on your email address listed in our records.

Your release from the services of the Company is conditional to the terms of standard employment agreement which you have signed at the time of employment and specifically the subject to the following provisions:

13.2 The Employee shall not for the duration of this Agreement, and for a period of one year thereafter, solicit the customers, employees, consultants and contractors of the Company for his/her own interests.

We thank you for your contribution during your stay with the organization and wish you all the best in your future endeavors.

Yours sincerely,

For WNS Global Services Pvt. Ltd.



Anjana Lazars

General Manager - Human Resources

HR Managed Services

PS: Please contact the HR connect team on 020-41286841 or hr.connect@wns.com for any queries on your full and final settlement, gratuity, form 16 and provident fund.