



26-Apr-2022

Ms. Ritika Chandra  
OHR ID -703283296  
Business Analyst

Navin Chandra, Jaagnath Colony, Damuadhonga, Kathgodam, Haldwani, 263126

Dear Ritika,

This bears reference to your resignation dated 17-JAN-2022. We accept your decision with regret.

As per Genpact Policy and basis the agreed relieving date, you stand relieved from the services of the organization on the close of business hours on 16-APR-2022.

During your tenure from 24-MAY-2021 to 16-APR-2022, your contribution to the company has been appreciated.

The settlement amount (if payable) as computed by the Genpact Payroll Team would be credited to your salary account as per the payroll records.

We wish you all the best for your future endeavors.

Yours Sincerely,  
For and on behalf of Genpact India

**Anamita Basu**  
**Human Resources**  
*For any query pls. contact*  
[hr.helpdeskexit@genpact.com](mailto:hr.helpdeskexit@genpact.com)  
1800-103-5990

**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)