



11-Nov-2025

Miss Shikha Chugh  
OHR ID -703393224  
Business Analyst

B 457 Street Number 17, Sant Nagar , Burari, Street Number 17 Sant Nagar Burari, Delhi, Delhi, 110084

Dear Shikha,

This bears reference to your resignation dated 12-MAY-2025. 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 10-AUG-2025.

During your tenure from 13-JUN-2024 to 10-AUG-2025 , 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.

Note: It is recommended to keep your current salaried bank account active for a minimum of 1 year from your date of relieving to ensure fast and hassle-free transactions by the company.

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)

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