



Resignation Recommendation

1 message

<humanresources@icicisecurities.com>
To: prateek.kumar@icicisecurities.com, prateekkumarftw@gmail.com
Cc: rupesh.roushan@icicisecurities.com, shweta.uplapwar@icicisecurities.com, swati.mhatre@icicisecurities.com, ashish.kumar@icicisecurities.com, abhijit.dandavate@icicisecurities.com, vijay.yadav@icicisecurities.com, arjun.parekh@icicisecurities.com, keshav.banga@icicisecurities.com

Wed, 28 May, 2025 at 5:13 pm

ACCEPTANCE OF RESIGNATION LETTER

Dear PRATEEK KUMAR
Emp. No. 737597

With reference to the resignation rendered by you on 16-May-25, your reporting manager has accepted your resignation. Your last day in office shall be the end of the business hours of 13-Jun-25. Please note that you are required to serve the organization till the closure of working hours of 13-Jun-25.

Online clearance would automatically get triggered through system 1 day prior to your last working date. You are required to handover job related material and infrastructure to the concerned authorities on or before your last working date so as to settle your dues if any within stipulated time frame. You shall maintain due confidentiality of ICICI Securities Information systems and follow all the Information Security Procedures for handling confidential information and protect the misuse of ISec information even after separation and you are prohibited from keeping sensitive information belonging to the Isec in any format including print format. Please submit investment proofs to Finance - Payroll team (Sya Gawda/Thomas Dsouza) before last working date. Your full and final settlement will be executed only after the completion of clearance formalities online.

Statement of your Full and Final Settlement (FFS) and Relieving / Recovery Letter would be generated online and will be available within 50 days on the below mentioned link. You would also be separately intimated about this through an email communication to your personal email id provided by you at the time of submitting resignation. You can also check the status of your online clearance by accessing the below mentioned link 1 day prior to your last working date.

Link: <https://lbs.icicisecurities.com/FNF/login.aspx>

User ID: 737597

Password: **Shared in a separate mail**

Please note, Provident Fund Transfer / Withdrawal process is available on FNF Portal under PF Section option.

We wish you all the best for your future endeavors.

Regards,

HR Team