

Re[2]: Letter of Resignation- Prasun Chakraborty (24794381)- ASM Suri

From: "Prasun Chakraborty" <prasun.chakraborty@metropolisindia.com>

11-03-2025 20:38

To: "Mukul Paira" <mukul.paira@metropolisindia.com>

Cc: "Rajesh Tripathy" <rajesh.tripathy@metropolisindia.com>, "Piyush Upadhyay" <piyushupadhyay.n@metropolisindia.com>, "Souvik Mitra" <mitra.souvik@metropolisindia.com>

Bcc: prasun_24@hotmail.com

Tags:

Dear Concern,

Thank you for your email acknowledging my resignation. I am grateful for the opportunities I have had while working at Metropolis. I wish the company continued success.

Best regards,
Prasun Chakraborty
+91 6296354781

From: Mukul Paira (mukul.paira@metropolisindia.com)

Date: 11-03-2025 19:43

To: prasun.chakraborty (prasun.chakraborty@metropolisindia.com)

Cc: Rajesh Tripathy (rajesh.tripathy@metropolisindia.com), Piyush Upadhyay (piyushupadhyay.n@metropolisindia.com), Souvik Mitra (mitra.souvik@metropolisindia.com)

Subject: **Re: Letter of Resignation- Prasun Chakraborty (24794381)- ASM Suri**

Dear Prasun,

Your resignation is accepted with the Last date as 8th Mar 2025.

Final payout to be settled according to the Metropolis Exit policy with due course of time.

Regards,

Mukul Paira- HRBP- (East SBU) | +91 7001999759 | [Metropolis India](https://www.metropolisindia.com)
Integrity is in our veins | Empathy is in our blood | Accuracy is in our DNA

Metropolis Healthcare Ltd,
Shrestha Garden, Rajarhat Main Road, Near - Kalipark, Bablatala, Kolkata - 700136



From: Mukul Paira <mukul.paira@metropolisindia.com>

Sent: Saturday, March 8, 2025 1:30 PM

To: prasun.chakraborty <prasun.chakraborty@metropolisindia.com>

Cc: Rajesh Tripathy <rajesh.tripathy@metropolisindia.com>; Piyush Upadhyay <piyushupadhyay.n@metropolisindia.com>; Souvik Mitra <mitra.souvik@metropolisindia.com>

Subject: **Re: Letter of Resignation- Prasun Chakraborty (24794381)- ASM Suri**

Dear Prasun,

I am only advising you to follow the policy and the terms as per your appointment Letter.
Short service of Notice may impact on the below please note.

- Hold of Experience Letter
- Hold of F&F
- Rejoining in Metropolis
- Recovery if any negative balance.

Regards,

Mukul Paira- HRBP- (East SBU) | +91 7001999759 | [Metropolis India](https://www.metropolisindia.com)
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Shrestha Garden, Rajarhat Main Road, Near - Kalipark, Bablatata, Kolkata - 700136



From: prasun.chakraborty <prasun.chakraborty@metropolisindia.com>

Sent: Saturday, March 8, 2025 11:53 AM

To: Mukul Paira <mukul.paira@metropolisindia.com>

Cc: Rajesh Tripathy <rajesh.tripathy@metropolisindia.com>; Piyush Upadhyay <piyushupadhyay.n@metropolisindia.com>; Souvik Mitra <mitra.souvik@metropolisindia.com>

Subject: Re: Letter of Resignation- Prasun Chakraborty (24794381)- ASM Suri

Dear Mukul,

I am writing to request consideration regarding my notice period for the said date.

I understand the importance of providing adequate notice, and I apologize for any inconvenience this may cause. I would greatly appreciate it if you can consider my request and proceed for the final settlement.

Regards,
Prasun Chakraborty
6296394781

On 07-Mar-2025 at 22:12, Mukul Paira <mukul.paira@metropolisindia.com> wrote:

Dear Prasun,

Waiting for your revert.

Regards,

Mukul Paira- HRBP- (East SBU) | +91 7001999759 | [Metropolis India](https://www.metropolisindia.com)
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Metropolis Healthcare Ltd,
Shrestha Garden, Rajarhat Main Road, Near - Kalipark, Bablatata, Kolkata - 700136



From: Mukul Paira <mukul.paira@metropolisindia.com>

Sent: Monday, March 3, 2025 3:59 PM

To: PRASUN CHAKRABORTY <prasun.chakraborty@metropolisindia.com>

Cc: Rajesh Tripathy <rajesh.tripathy@metropolisindia.com>; Piyush Upadhyay <piyushupadhyay.n@metropolisindia.com>; Souvik Mitra <mitra.souvik@metropolisindia.com>

Subject: Fw: Letter of Resignation- Prasun Chakraborty (24794381)- ASM Suri

Dear Prasun,

Please discuss with your 1st Level Manager regarding acceptance of the same.

Please also be noted that, as per the terms of your employment and appointment Letter 30 days notice period is applicable according to your grade and level.

So, request you to serve the full Notice period to et the smooth exit and final payout subjected to clearance from all departments.

Hope it's clear.

For more, you may connect to undersigned.

Regards,

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Metropolis Healthcare Ltd,

Shrestha Garden, Rajarhat Main Road, Near - Kalipark, Bablatata, Kolkata - 700136



From: Prasun Chakraborty <prasun.chakraborty@metropolisindia.com>

Sent: Friday, February 28, 2025 9:51 PM

To: Souvik Mitra <mitra.souvik@metropolisindia.com>

Cc: Mukul Paira <mukul.paira@metropolisindia.com>; Rajesh Tripathy <rajesh.tripathy@metropolisindia.com>

Subject: Letter of Resignation

Dear Sir,

I am writing this letter to inform you about my decision of putting my papers in. I am resigning from the position of Area Manager in Metropolis Healthcare LTD, Suri. Accordingly, my last day at work would be **9th Mar, 2025**.

It has been a great experience working with Metropolis Healthcare LTD and I appreciate being a part of the organization and the opportunities provided to me during my tenure. The associations I have made during my employment here will be memorable for years to come. I have taken this decision to pursue another opportunity that would act as a catalyst in my career.

Thank you for your support and insights that have made my stint here a great learning experience.

Would be of great help if the process for final settlement be initiated from the company's side. I would cooperate fully from my level in the process of exit initiation.

Regards,
Prasun Chakraborty
6296354781