

**By Regd. A.D / E-Mail: [mpmukherjee@yahoo.com](mailto:mpmukherjee@yahoo.com)**

**Dated: 12/03/2026**

To,  
**Mr. Proshik Mukherjee**  
Employee ID: 1118665  
AREA BUSINESS MANAGER,  
New Care, KOLKATA HQ

**Subject: End of Employment Service Contract**

Dear Mr. Proshik,

This has reference to email dated 09<sup>th</sup> Mar, 2026 informing about your resignation from the organization. We accept your resignation from the service of the company with effect from **09<sup>th</sup> Mar, 2026** being last DCR received at our end.

You are currently working in capacity as **Area Business Manager** with our organization w.e.f. **1<sup>st</sup> Sep, 2025** vide letter of appointment (hereinafter "Appointment contract/terms").

You are advised to return all company's property lying in your possession i.e working bag, unused samples, gift articles etc. of your area to Mr. Bappaditya Biswas and send the receipt to Head Office certifying that you have returned all property to Key Account Manager within 7 days from the receipt of this letter.

We also request you to provide us necessary No Objection Certificate from all the stockiest of your area of operation. Also send us your unclaimed expense statement along with your NOCs in order to settle your Full & Final Settlement.

On receipt of your confirmation, we shall settle your dues, if any. We wish you all the very best in your future endeavour.

For CADILA PHARMACEUTICALS LIMITED,



AUTHORIZED SIGNATORY