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## Confirmation of Work From Home Arrangement – Dharshini | Marketing

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**From** Arulamuthan V <arul@compliance.io>

**Date** Fri 2/6/2026 4:33 PM

**To** Dharshini M <dharshini@compliance.io>

**Cc** Meiyappan M M <meiyappanmm@compliance.io>; Hari Krishnan S <hari@compliance.io>; Aasif J <aasif@compliance.io>

Dear Dharshini,

Following our recent discussion regarding your resignation and notice period, we are writing to formally confirm the change in your working arrangement. Management has approved your request to Work From Home (WFH) for the remainder of your notice period.

Please find the details of this arrangement below:

- **Effective Start Date:** Monday, February 09, 2026
- **Last Working Day:** Thursday, March 05, 2026
- **Working Hours:** 10:00 AM to 07:00 PM IST

### Expectations & Handover

While working remotely, you are expected to remain fully available during working hours to ensure a smooth transition. Please focus on the following priority items:

1. Completing pending deliverables.
2. Documenting your current workflows for your successor.
3. Conducting knowledge transfer sessions with Aasif J.

We appreciate your contributions to the team and wish you a productive final few weeks with us.

Warm regards,

**Arul Amuthan**

HR Team, Antna Technologies Pvt. Ltd.



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