

Date: **June 8, 2021**
Name: **Md Kaisar Rizwi**
Designation: **Inspection Engineer**
Payroll Code: **40271**
Date of Joining: **May 23, 2020**
Date of Leaving: **February 14, 2021**
Location: **Delhi**

EXPERIENCE-CUM-RELIEVING LETTER

Dear **Md Kaisar Rizwi**,

Further to the separation process with the company vide your Resignation Letter/Email Communication dated **January 20, 2021**, we wish to inform you that you are hereby relieved from the services of the company at the end of your normal working hours on **February 14, 2021**.

We also would like to draw your attention to the various contractual agreements that you have made with the company during your tenure with us that apply even post your employment with us, which include but are not limited to:

1. non-disclosure of information pertaining to the business of the company that you may have acquired during the course of and/or incidental to your employment concerning the business, property, contracts, contractors, customers, methods or transactions or affairs of the Company or any Company, which is, or at the material time may have been a related, associate or a subsidiary of the Company.
2. Non-pledging of the credit of the Company or entering into any commitments, dealings or obligation on behalf of the Company.
3. The undertaking of confidentiality.
4. The code of ethics and various policies.

We thank you for the contribution made by you during the tenure of your service with the Company. We wish you good luck and success in future.

Yours sincerely,

For Moody International India Pvt. Ltd.



Hreetesh Bhandari
Deputy General Manager - HR