



FDC Limited

MANUFACTURERS & EXPORTERS OF FOODS, DRUGS & CHEMICALS

Field/Relv/Spectra Division/2020

18-December-2020

Mr. Ravi Chauhan
Vill:Nagla Grand,
Ramayan Road
Bharthana
Etawah (UP)
206242

Emp. Code : 19450

Dear Mr. Chauhan,

This refers to your communication dated 17-12-2020 tendering your resignation from the services of the Company. We hereby accept your resignation and you stand relieved of your duties with effect from 16-12-2020.

You are advised to surrender the Company's properties to your manager "Mr. Mukesh Kumar Dwiwedi" and give the details in the attached format within 15 days of receiving this letter. On receipt of the Company's properties, your legal dues, if any, will be settled by us.

In case the Company's properties are not received as stated above, we shall recover the cost thereof from your legal dues, if any, payable to you or otherwise by recovery procedure.

We take this opportunity to wish you every success in your future endeavours.

For FDC LTD.

DEBASHISH ROY
SENIOR VICE PRESIDENT
HUMAN RESOURCES

CORPORATE OFFICE

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REGISTERED OFFICE

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