

Joanne L. Egar
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April 08, 2024

Mr. Rhomil Lubanga
Senior Team Lead
iPloy Staffing Solutions
16th floor, One Montage Bldg., Archbishop Reyes Avenue,
Cebu City, Philippines, 6000

Dear Sir Rhomil :

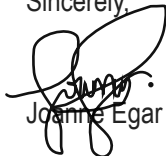
I would like to inform you that I am resigning from my position as **Initial Authorization Agent** for **Healthy Living Medical Supplies** under the sub-account of Solara, effective **May 08, 2024**. I will be taking my master's degree and looking for a work from home set-up.

I appreciate the support and the opportunities for professional development that you have provided me over the past 3 years and 10 months. I have truly enjoyed my tenure in iPloy, and am more than grateful for the encouragement you have given me in pursuing my professional and personal growth objectives.

If I can be of any assistance during this transition in order to facilitate by passing off my responsibilities to my successor, and will ensure all my reports are updated before my last day of work. I would be glad to help however I can.

Thank you for the opportunity to work at iPloy. I wish you all the best and company much success.

Sincerely,



Joanne Egar