

Resignation Letter

Laarni Colon Hayahay
Team Lead, IPloy OPC

IPLOY OPC
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Bohol Street, Cebu Business Park,
Cebu City 6000

February 27, 2026

To whom it may concern:

I am writing to formally resign from my position as Team Lead with IPLOY OPC, effective February 28, 2026.

This decision comes after giving the matter extra careful thought. I was offered a job opportunity that requires me to relocate. This journey represents a significant chapter in my life, and I feel it is the right time to pursue it fully. This was a hard decision for me, but I am taking this significant step as I grow personally and professionally and explore new beginnings. I am taking this step forward because once in my life, I finally know where I'm going and what I want to do.

I sincerely apologize for the short notice due to the timely processing of my documents that are earlier than expected.

I am truly grateful for the opportunities I have had here at IPloy. Working here has allowed me to grow both professionally and personally, and I deeply appreciate the support and guidance I have received from the people who worked alongside me.

IPloy has been my home for 4 years and 5 months. It has seen me break and bounce back. It became my shelter especially during Typhoon Odette and Tino, which I am thankful. This company provided me with comfort and beautiful memories. When I look back in my memories here, it amazes me how memorable the company anniversaries were. How I would prepare for my glam during year end parties and how excited am I during Halloween for the annual dress-up.

To OM Angelo, Sir Ben, Sir Jay and my IPloy family;

I would like to take this opportunity to express my sincere gratitude for the support, generosity, guidance, and opportunities I have received during my time here. Working at IPloy

is a rewarding experience, and I truly appreciate the chance to learn and grow both professionally and personally.

I am especially thankful for the collaborative environment where I can work on my strengths and weaknesses. These experiences have greatly shaped my career and will remain as the most valuable asset I take with me in the future.

I would also like to extend my heartfelt thanks to the humblest person I know; Doc.

Thank you for all the little and great things you do. For the professional advice and life-long lessons. Thank you for seeing my potential and trusting me.

You should know how I admire your character. You presented and taught me things that made me shift my mind even if it contradicts my belief. You carried us in downfall and distress. You never fail to lighten up the room even if you yourself is in dark times as well.

I am going to miss the pre-shift small talks that means a lot to me. How you engage to your employees and make connections. How you walk around the production floor at the start of shift, casually talking to the employees asking how our day went or how you remember small details about us. How you personally ask everyone during typhoon Tino if we are okay and if we are safe. I have seen and experienced first hand the love and dedication you poured to the employees. How far you go above and beyond for us.

I consider myself lucky to meet you and I will bear with me the confidence and pride of knowing you and working alongside you. I am very thankful for your impact and how you made everyone of us feel important and valued.

To my mom here in IPloy; Ellaine.

Thank you for believing in me with outstretched arms.

I hope you know how much I admire you. You are one of the smartest person I know. You always make me feel that I mattered and I belong. You cried with me in my down bad, and you cheered me in every random achievement no matter how small. When I look back on the days, I still remember the pride I have when you said that I did a good job on my first coaching session and how I did well on my first conflict resolution. You developed me into someone who would aim high and not settle for bare minimum outcomes when it comes to work. I remember how many times you made me rewrite my IGROW forms and IR/NTE – now I'm proud to say that this has become one of my strengths.

I remember when I first met you when I just got promoted as a lead. I was terrified and scared because that time, I only know you by name. But later on, as we spent time together, you became my comfort zone. And I hope others will see and feel how you made me feel. How far you go above and beyond to others and how patient you are. I consider myself blessed to be hugged by you when everything is overwhelming or to be scolded and corrected when I make mistakes. I remember the first time you chat me with "Lisa hindi ganto", and later on you

taught me to think outside the box and go beyond my imagination. Thank you for always giving your honest feedback. It made me confident and built me strong. And in case you forget how strong, passionate and brave you are; borrow my belief in you. Because I experienced them first hand. You are one pocket of sunshine for me.

I learned a lot from you Llaine. From coaching, to handling complicated escalations; which I will bring with me wherever I go. Thank you for giving me your weekends just to teach me how to resolve conflicts within my team when I was just starting as a lead. It was just a short time, but you helped me grow and develop most of my skills. You are always available for us, your leads. You make time, you exert efforts and you protected us in every way you can.

The time I spent with you is so precious and goes beyond the corners of this company. You are one of the best boss and support systems that I ever had. P.S. I am going to miss your roasted chicken and tomato soup.

I am beyond grateful and blessed to be part of this company. The learnings I had here will take me to greater heights and build me differently.

I will continuously pray for IPloy's growth and resilience, to stand firm in every obstacle and to be able to contribute meaningfully in helping change lives of the employees. I wish continued success for the company and more fruitful years.

I couldn't wrap in few pages the love and gratitude I have for IPloy and its people. I will always be proud and take with me the honor of working in this company.

With all the love and regards,

Lisa from PAP Patient Support (*On a recorded line*)

A handwritten signature in black ink, appearing to read 'LAARNI COLON'. The signature is stylized with a large loop at the top and a vertical line extending downwards.

LAARNI COLON HAYAHAY- EID 2513