

January 24, 2024

HR Manager

Iploy OPC

9th Floor Act Bldg., Ayala Business Park


Cebu City 6000

Dear Ma'am / Sir,

Two years ago, I was given a chance to be part of Iploy OPC. My experience wasn't all walk in the park, I also had those tough days. But the lessons & learning that I acquired during my experience are priceless. I would like to take this opportunity to express my gratitude to everyone, especially to my TL Anthony Tabios and all of the initial auth team for the trust & support they have given during my employment. But like every book, I have to close another chapter & start a new one in order to do what is best for me & my career. That is why, I am sending you this letter as a formal notification that I am resigning from my position as Initial Auth Representative effective today January 24, 2024.

I wish you and the company success in the future.

Sincerely,

Ricajin / : Baut