

May 7, 2024

iPloy OPC Staffing Solutions
One Montage, Archbishop
May 6, 2024

Dear Sir/Madam

I am writing this letter to inform you about my resignation formally. I understand the importance of a smooth transition, however, I am deeply saddened that in this situation the effectivity date of my resignation will be today, May 6, 2024, due to Medical Reasons.

My recent health condition is not well. I was diagnosed with Prediabetes, Hypertension Stage 1, and a High level of Uric Acid. I decided to focus on my recovery and well-being, which led me to decide to resign from your good company.

I also wanted to express my sincere gratitude, as this is my first job and company. The company, iPloy, taught me how to be a well-rounded and versatile person. I met amazing colleagues and supervisors. During my stay, I am so grateful for all the learnings. The department I am assigned to right now was far by the most amazing, unfortunately, I cannot be able to be part of it anymore.

Please let me know, what other things I should do for a smooth transaction of my resignation. I am looking forward to hearing from you soon about this matter.

Thank you again and wishing you all the best in the future.

Sincerely,



KURT ADAM DAAN

HLD, Initial Authorization

ID#: 3966