

Aritha Ruelo

Jagobiao, Mandaue

October 29, 2025

Adrian Delmoro
RCM, Lead - Documentation, Authorizations
iPloy OPC, 9th Flr, Ayala Center Cebu Tower

Dear Mr. Delmoro,

I hope this letter finds you well. I am writing to formally tender my resignation from my position as RCM, Specialist- Authorizations at iPloy OPC, effective immediately as of October 29, 2025. I sincerely apologize for the short notice and any inconvenience this may cause.

I've decided to move to a work-from-home role so I can have more time to manage my personal and family responsibilities.

I want to express my deepest gratitude for the opportunities, guidance, and support I have received during my time with iPloy OPC. Working here has been a truly valuable experience, and I am thankful for all the learning and growth I've gained.

Thank you very much for your understanding.

Sincerely,



Aritha Ruelo