



CERTIFICATION

This is to certify that Presle Berdin Macan is an employee of Conduent Business Services Philippines, Inc.. This also confirms the veracity of the employment details pertinent to Ms. Macan that follows:

Hire Date: February 27, 2023

Employment Status: Regular

Position: Customer Experience Associate II

This letter is issued upon the employee's request for: Correction Of Personal Record.

Given this April 1, 2024 in Cebu City.

Zeus Laurent B. Yanguas

Manager, HR Operations and Delivery

Note: This is a system-generated certification, signature is not required. Unauthorized and fraudulent use shall not render Conduent in any way liable.

Back to Task List
Resignation for Presle Macan, 52397780 (2024-04-30)

Resignation

Presle Macan

Person Number: 52397780
Reason: Career Advancement
Effective: 4/30/24

Termination Details

Name: Presle Macan
Legal Employer: Conduent Business Services Philippines, Inc.
Notification Date: 4/1/24
Termination Date: 4/30/24

Approvers

Approved by Zaus Laurent Yanguas	4/23/24 4:27 AM
Approved by Mary Rose De La Cruz	4/23/24 1:05 AM
Submitted by Presle Macan	4/23/24 12:00 AM



Request No : 19553753

Date : February 09, 2023

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Presie Berdin Macan (Emp No.20233561) Associate, is an employee of Wipro Limited since June 11, 2021 and her current residential address as per our records is as under:

Zone 6 Saac II,Buaya
Lapu-Lapu City 6015
,Philippines

This certificate is based on the information provided by the employee and at employee's request.

For Verification of this letter, you can get in touch with referenceletters.wividus@wipro.com.

For WIPRO LIMITED

A handwritten signature in black ink, appearing to read "Subhasish Biswas", is enclosed in a rectangular box.

Subhasish Biswas

Global Head – Human Resources Shared Services

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0256
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



employee
separation

Separation No dues status

Separation details

Reason for separation *

Better Compensation

Relieving date

17/02/2023



Primary HR

Melanie Rubillar

Secondary HR

NA

L1 manager

Marhil Joseph ALAAN

L2 manager

MANJU BOSCO

Contact details

Mobile number *

09297724356

Personal email id *

my.precious0102@gma

Non disclosure agreement (NDA) *

I, Presie Macan acknowledged that Wipro's confidential policy would continue to apply to me after the termination of my employment with Wipro (irrespective of the reasons for exit). Post my exit from Wipro, I would comply with Wipro's confidential policy for the benefit of self, future employer, supplier or customer of Wipro.

Note : You are required to acknowledge and accept the above declaration for the clearance of Non-Disclosure Agreement. You can refer to the complete policy and its clauses by logging on to the below path.

myWipro > App Store > Information > My Policies > Common Policies
across Countries > My Information source > Wipro's confidential Policy

Formal Number: WIPRO/PRN/HR/TCF	Document Name: Exit Clearance Form
Issue Number: 01	Version: 1.1
Class: Human Resource Management & Recruitment	Date of Revision: 4 Feb 22



EMPLOYEE EXIT CLEARANCE FORM

Name: PRESIE BERDIN MACAN
Employee ID: 20233561
Date of Joining: June 11, 2021
Start Date: February 17, 2023
Position: Associate, Operation
Termination Date: February 17, 2023
Clearance Date: April 11, 2023

TO: PRESIE BERDIN MACAN,

be informed that a No Due Clearance (NDC) is auto-generated by the system and clearance will be routed to the respective departments (Operations, FMG, and HRSS) for closure. Clearance processing will take 2-3 months once HRSS receives all the data needed in processing last pay. The full and final (FnF) kit as your last pay check, COE and 2316.

For any inquiries related to FnF, please reach out to Human Resources Shared Services:

E-mail Address: Julie.Devibar@wipro.com / leslie.sanchez@wipro.com

Contact Number: (032) 230 - 1000 (loc 5013997) / 09164006494

Schedule and Venue: Mondays - Wednesdays | 2pm to 5pm | Ground Floor Tech Tower, Cebu Business Park

Requirements: Two valid government IDs

Someone claiming on your behalf, please provide a Special Power of Attorney (original) w/ a photocopy of both your own and the claimant's government IDs. Applicant should also bring two (2) of his/her original IDs upon claiming of FnF docs. Moreover, all pending loans with PAG-IBIG and SSS upon separation shall be settled from what remains in your final pay.

Thank you for the time spent with us.

Sincerely yours,
 This is to acknowledge receipt of my exit clearance:

Wipro Philippines Inc.

Signature Over Printed Name: PRESIE BERDIN MACAN