

Name: Jeffrey Martin

Address: Sitio Arcos, Barangay Sapangdaku, Cebu City 6000

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Phone Number: 0998-342-6168

Date: July 2, 2024

Name: Raymund Nonato Faustino

Job Title: Senior Team Lead

Company Name: iPloy OPC

Address: 9th Floor, Ayala Center Cebu Tower, Bohol Street, Cebu Business Park, Cebu City 6000

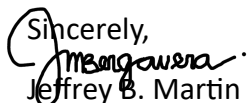
Dear Mr. Faustino,

I am writing to formally resign from my position as **Team Lead** at **iPloy OPC**, effective **July 31, 2024**. I understand that the standard notice period is 30 days, and I am committed to ensuring a smooth transition during this time.

Unfortunately, I have been experiencing severe anxiety and frequent breakdowns lately, which have significantly impacted my mental health and overall well-being. As a result, I believe it is in my best interest to step down from my role and prioritize my health.

I am grateful for the opportunities I've had at iPloy OPC and appreciate the support of my colleagues and team members. I will do my best to ensure a proper handover of my responsibilities during the transition period.

Thank you for your understanding, and I apologize for any inconvenience this may cause. I appreciate your consideration.

Sincerely,

Jeffrey B. Martin