

FORMAL RESIGNATION LETTER

Jhunabeth Manal
28-G. Lower Lomar, T.Padilla
Cebu City, 6000

May 23, 2023

Christian Rondina
PAP Compliance Lead
iPloy OPC
9th Floor Ayala Center Cebu Tower
Bohol Street, Cebu Business Park,
Cebu City, 6000

Dear Mr. Rondina:

Please accept my official notice of my resignation from my position as PAP Compliance Specialist at iPloy OPC, effective 30 days from today, May 23, 2023. Due to unforeseen personal issues, I am unable to continue to carry out the responsibilities of my role and I feel it is in the company's best interest that I vacate the position and focus on resting. My final day will be on June 23, 2023.

In my three years at the company, I value the experience I've gained and am grateful for the support of my co-workers and supervisors. Thank you so much for allowing me the opportunity to learn on the job and gain such valuable skills. I know the time I've spent at this company has provided me a strong foundation for my career development.

I'm more than willing to assist you in any way possible to make sure my departure is smooth and seamless. Please let me know what I can do to help.

Thank you.

Respectfully,



Jhunabeth Manal