

iPloy, OPC

16th floor, One Montage, Archbishop Reyes,

Cebu City 6000

January 31, 2023

Dear Kate,

I humbly request that you accept this letter as my official resignation notice. Effective today, January 31, 2023 and the reason for this is because I've chosen to continue my studies, which demands majority of my time and attention.

Since I did not have much of a choice in making my unanticipated decision, I sincerely apologize for not being able to give you more notice and I do hope that you can understand that.

It is with regret that I must leave this company, but I would want to thank you for giving me the opportunity to have the experience and skills I have gained while working at iPloy-OPC, even for a brief time. It has been a great pleasure working with you and the team; I appreciate all of your assistance and support, and I wish you, the company, and my colleagues the best in the years to come.

Sincerely,

Hanny Purgatorio