



eSahayak Inc

hello@esahayak.io

#45, 10th Floor, Trump Towers, Gurgaon, Haryana

October 19, 2023

Subject: Termination Letter

Dear Riya Sharma,

We regret to inform you that your employment with **eSahayak Inc** is being terminated, effective immediately, due to following reason(s):

- On March 5 2023 you engaged in disrespectful and offensive language during a team meeting creating an uncomfortable and hostile work environment.
- 2. On June 15 2023 you were insubordinate by openly defying a direct order from your supervisor which directly impacted the project's progress.
- 3. On August 20 2023 you were involved in an altercation with a colleague resulting in a breach of our company's code of conduct and causing disruption in the workplace.

As of your termination date, your access to company premises, systems, and resources will be revoked. We request you to return any company property, documents, or information in your possession.

Please note that any pending dues or benefits, if applicable, will be processed in accordance with company policy.

We understand that this news may be disappointing, and we hope that you will take this as an opportunity for personal and professional growth. Should you have any questions regarding your termination or the return of company property, please feel free to contact **Mr Gaurav Malik** at **hello@esahayak.io** or **7273339990**.

We wish you the best in your future endeavors.

Sincerely,

Mr Gaurav Malik's Signature

eSahayak Inc