

Dear Mr. Raj,

Sub: Termination of Services.

Ref: Our Letter No 1/Warning/ dated 20-10-2009.

As per the details in the above stated letter, you were offered an opportunity to be counseled by your HOD to clarify that your frequent unauthorized absence from duty is not encouraged in our work environment. But despite the warning and a fair chance to mend your ways, there has been no change in your habit of taking leaves without prior approval/intimation.

We are sorry to inform you that your services at *Diamond Technologies Pvt. Ltd.* have been terminated on the account of previously stated reasons. This comes to effect on 15thFebruary 2010(AN).

Thank you for your association with us. Wish you good luck for you future projects.

Yours sincerely,