

August 28, 2019

Notice to all employees of Jet Airways (India) Ltd

1. As you are aware, Jet Airways (India) Ltd (“**Jet Airways**”) is currently undergoing Corporate Insolvency Resolution Process (“**CIRP**”) vide order dated 20th June, 2019, wherein the Hon’ble NCLT Mumbai Bench also appointed me as the Interim Resolution Professional, and I was subsequently appointed as the Resolution Professional (“**RP**”) by the Committee of Creditors in its first meeting dated 16th July, 2019.

2. It has recently come to my attention that certain employees of the Company who have left may have taken up employment outside Jet Airways and proper procedure of resignation and exit formalities may not have been carried out. Accordingly, I hereby request all such personnel to comply with the necessary formalities as below no later than **September 07, 2019**:
 - (a) to complete their exit formalities with the human resources team (whose co-ordinates are listed below) (“**HR Team**”);
 - (b) submit the employee identity cards, credit cards, airport security pass etc. with HR team; and
 - (c) submit to the HR Team immediately, any asset of Jet Airways (including i-pads, laptop, handheld devices, computer and other IT assets) which remain in their possession or confirm in writing that no asset of Jet Airways remains in their possession.

3. For the purposes mentioned above, the co-ordinates of the HR Team are as follows:

Name: Ms. Aruna Rawat/ Ms. Anisha Deepak Gupta
Email ID - arawat@jetairways.com/agupta@jetairways.com
Address: Siroya Centre; Andheri (East); Mumbai 400099

Please do reach out the HR Team should you have any queries on the above.

4. Please note that if any employee is found to be in employment with or on retainer with any entity other than Jet Airways without having completed the above formalities, the undersigned will be constrained to initiate appropriate legal action, including taking steps to recover the amount of monetary loss incurred by Jet Airways owing to any non-compliance with the terms hereof and / or reevaluate any claims such employee may have filed in the Jet Airways CIRP.

Look forward to your kind cooperation and support.

Kind regards,



Ashish Chhawchharia

(IBBI/PA-001/IP-P00294/2017-18/10538)

Resolution Professional for
Jet Airways (India) Limited

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