

May 2nd, 2025



Mr. Javed Iqbal Hunkani
3240359886619
Safety & Customer Experience Officer
Lahore - Punjab

Subject: Transfer of Services

Dear Javed Iqbal Hunkani,

As part of the recent project restructuring and management decisions to optimize field operations, your role is being adjusted to support multiple stations. Accordingly, effective **May 1, 2025**, you are hereby assigned to monitor the following stations:

1. 12606985 - Shell Moon Filling Station - Punjab - Lahore
2. 10040900 - Shibli Petroleum Service - Punjab - Lahore

Consequently, in recognition of your expanded responsibilities, your salary will be increased by PKR 2,000 effective June 1, 2025. However, please note that this adjustment does not entitle you to any transfer allowance. All other terms and conditions of your existing employment contract shall remain unchanged.

Please coordinate with your immediate supervisor to ensure a smooth transition and to receive the necessary guidance and support for your revised assignment.

We appreciate your flexibility and dedication in supporting these operational changes and look forward to your continued contributions.

Regards

A handwritten signature in black ink, appearing to be "Javed Iqbal Hunkani", is written over the "Regards" text.

HR Department
CHIP Training & Consulting

CC;

Personal File.

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