

## Tasmia Jabir

---

**From:** Raheel Ali <hrmatters.karachi@chipconsulting.org>  
**Sent:** Friday, July 12, 2024 1:05 PM  
**To:** 'Tasmia Jabir'  
**Cc:** 'Naila Nizam'; 'sundas tariq'; salman.khan@chipconsulting.org; hina.queshi@chipconsulting.org  
**Subject:** RE: FINAL REMINDER FOR INSURANCE DOCUMENTS  
**Attachments:** Yasmeen Zahra.jpeg; Ayesha bibi.jpeg; Felomina.jpeg; Kaneez Fatima.jpeg; Sheroz , Fozia , Shabana.jpeg

Dear Tasmia,

I want to inform you that we already informed the staff yesterday that the submission of documentation date has ended. All 7 cases will be withdrawn.

We coordinated with staff directly and wherever staff is unreachable, we coordinated at the UC level. All message screenshots are attached and we have also coordinated via call.

Kindly withdraw these cases.

Thank you.

If you need any further information regarding the same, please let us know.

*Best Regards:*

*Raheel Ali  
Project Officer  
CHIP Training & Consulting (Pvt) Ltd. 201, Business Arcade  
Karachi,  
Sindh, Pakistan.  
Cell No: 03458566270*



---

**From:** Raheel Ali [mailto:hrmatters.karachi@chipconsulting.org]

**Sent:** Monday, June 24, 2024 12:40 PM

**To:** 'Tasmia Jabir' <hrmatters.isb@chipconsulting.org>

**Cc:** 'Naila Nizam' <naila.nizam@chipconsulting.org>; 'sundas tariq' <sundas.tariq@chipconsulting.org>; 'salman.khan@chipconsulting.org' <salman.khan@chipconsulting.org>; 'hina.queeshi@chipconsulting.org' <hina.queeshi@chipconsulting.org>; 'rafat.badar@chipconsulting.org' <rafat.badar@chipconsulting.org>

**Subject:** RE: FINAL REMINDER FOR INSURANCE DOCUMENTS

Dear Tasmia,

These are the letters which we have received with staff signatures on them. I have already informed you during our telephonic conversation about the Naeema Bibi issue.

The rest of the letters have been received and their withdrawal date starts from June 21st, 2024. Please note that if they do not submit their documents within the next two weeks, the insurance claim will be withdrawn.

Please find the attached file.

Thank you.

If you need any further information regarding the same, please let us know.

*Best Regards:*

*Raheel Ali*

*Project Officer*

*CHIP Training & Consulting (Pvt) Ltd. 201, Business Arcade*

*Karachi,*

*Sindh, Pakistan.*

*Cell No: 03458566270*



**From:** Tasmia Jabir [<mailto:hrmatters.isb@chipconsulting.org>]  
**Sent:** Monday, June 10, 2024 2:12 PM  
**To:** 'Raheel Ali' <[hrmatters.karachi@chipconsulting.org](mailto:hrmatters.karachi@chipconsulting.org)>  
**Cc:** 'Naila Nizam' <[naila.nizam@chipconsulting.org](mailto:naila.nizam@chipconsulting.org)>; 'sundas tariq' <[sundas.tariq@chipconsulting.org](mailto:sundas.tariq@chipconsulting.org)>; [salman.khan@chipconsulting.org](mailto:salman.khan@chipconsulting.org);  
[hina.gureshi@chipconsulting.org](mailto:hina.gureshi@chipconsulting.org); [rafat.badar@chipconsulting.org](mailto:rafat.badar@chipconsulting.org)  
**Subject:** FINAL REMINDER FOR INSURANCE DOCUMENTS

Dear Raheel,

Attached are the letters for the staff members who have not yet submitted their insurance claim documents for the accident case, as required by the contractual clause to submit documents within 3 months.

Please print these letters on CTC letterhead and have them signed by the respective staff members.

| Province | District   | UC               | Type     | Emp # | Name            | CNIC          | D.O.B      | Age                |
|----------|------------|------------------|----------|-------|-----------------|---------------|------------|--------------------|
| Sindh    | KHIMALIR   | Rehri - 2        | Accident | 8377  | Shabana Parveen | 3610448544470 | 1977-03-10 | 47 years, 3 months |
| Sindh    | KHIKEAMARI | Ittehad Town - 2 | Accident | 26774 | Ayesha Bibi     | 4240177223254 | 1999-12-18 | 24 years, 5 months |
| Sindh    | KHIMALIR   | Rehri - 2        | Accident | 8397  | Sheraz Bibi     | 4220161436202 | 1977-03-11 | 47 years, 2 months |
| Sindh    | KHIKEAMARI | Ittehad Town - 2 | Accident | 6856  | Felomina        | 4240101366134 | 1973-12-06 | 50 years, 6 months |

|       |            |                     |          |       |                |               |            |                    |
|-------|------------|---------------------|----------|-------|----------------|---------------|------------|--------------------|
| Sindh | KHICENTRAL | AL-NOOR - 27        | Accident | 26342 | Yasmeen Zahra  | 4210173566540 | 2005-04-11 | 19 years, 1 months |
| Sindh | KHIMALIR   | Rehri - 2           | Accident | 8451  | FoUzia Sultana | 4250181738114 | 1981-01-01 | 43 years, 5 months |
| Sindh | KHIKEAMARI | Gulshan-E-Ghazi - 1 | Accident | 4423  | Kaneez Fatima  | 4240178979258 | 1971-01-10 | 53 years, 5 months |
| Sindh | KHIKEAMARI | Ittehad Town - 2    | Accident | 7050  | Naeema Bibi    | 8220311387216 | 1977-10-02 | 46 years, 8 months |

Ensure that you submit a signed and scanned copy of each letter for every staff member to the HO.

**Please note, if you do not receive the documents from the staff within the specified timeline, send an email to HO to withdraw their case.**

Regards,

**Tasmia Jabir**

*Project HR Officer*

+92-349-7760640

CHIP Training and Consulting (Pvt.) Ltd.

