

To,

The Chief Executive Officer,  
Chip Training & Consulting,  
Islamabad Office, CTC House Plot No. 1 (Fayyaz Market),  
Street No.9, G-8/2, Islamabad.

SUBJECT: GRIEVANCE NOTICE AGAINST THE LETTER DATED  
15-11-2024, WHEREBY THE SERVICES OF  
APPELLANT HAVE BEEN TERMINATED.

The applicant most respectfully submits as under:-

1. That the applicant was appointed in the establishment of Chip Training & Consulting on August 2018 as UCOO and since the date of appointment he served the company with utmost satisfaction and no complaint of whatsoever in nature has ever been aroused against the efficiency, hard work and ability of applicant, rather his services are time to time appreciated.
2. That the applicant was served with the letter of TERMINATION vide dated 15 November, 2024 issued by HR Department, CHIP Training & Consulting, wherein it is alleged that the applicant is involved in Professional misconduct but detail of such misuse has not been extended to the applicant.
3. That thereafter, the applicant was called for investigation at CTC Head office, Quetta, questions were asked about illegal allegation on EX-UCPO Taymer Khan from the applicant, but therein some other narrations & story was narrated told to the applicant, however, he asked about provision of allegations in writing so that the applicant may be enabled to reply the same in accordance with law and rules and further the evidence in respect of allegations so referred may also be provided to the applicant.
4. That without conducting any inquiry, issuing letter of explanation, show cause notice or providing opportunity of hearing to the applicant, he was issued a letter dated 15<sup>th</sup> November, 2024 whereby the services of applicant were terminated and in this letter some other allegation of allegation of professional misconduct,

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whereas in this regard the applicant was never called or heard to express his defense.

5. That the company has in an illegal manner proceeded the applicant without adopting the due process law, the applicant has been condemned unheard, he has not been issued any letter of explanation, show cause notice or charge sheet, nor any inquiry has been conduct by giving opportunity to the applicant to produce his defense and in an illegal manner, the applicant has been proceeded which otherwise is not the mandate of law.

6. That the applicant is innocent, he has not committed any act of misconduct, but without allowing the applicant to produce his defense a, one sided decision in an illegal manner has been announced which is highly uncalled for.

7. That the applicant is a poor person, the job in question is the only source of income of applicant, but the same has been snatched in an illegal manner which is highly uncalled for.

In view of above, it is, therefore, requested that the letter dated 15-11-2024 issued by HR Department, CHIP Training & Consulting may kindly be set aside and the applicant may be reinstated into service with all back and consequential benefits, in the interest of justice.

APPLICANT

MUHAMMAD MUDDASIR  
EX-UCOO HAZAR GANJI,  
QUETTA.

DATED: 05-12-2024

Received  
16/12/24  
25-12-2024