

## HR

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**From:** muhammad.saleem@chipconsulting.org  
**Sent:** Thursday, March 7, 2024 5:54 PM  
**To:** CTC Farah Khan  
**Cc:** CTC Ishfaq  
**Subject:** Request to generate Transfer letter for the Safety Warden

Dear Ma'am

Hope you are doing well. It is here by requested to generate a transfer letter of Safety Warden Hamza Mehdi currently working at Sohawa FS. we have a vacant position in Chakwal at Royal City FS. Hamza Mehdi is a resident of Chakwal and is facing numerous challenges to work at sohawa and commute on daily basis. So it is feasible for him to to work in Chakwal. Further, it is requested to Initiate hiring for Sohawa FS

Regards  
Muhammad Saleem.  
Supervisor North  
Islamabad