

## Farah Abbas

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**From:** Farah Abbas <hr@chipconsulting.org>  
**Sent:** Tuesday, 3 September 2024 12:05 pm  
**To:** 'muhammadhassanabbas02@gmail.com'  
**Cc:** 'mansoor.elahi786@hotmail.com'; 'Muhammad Ishfaq'  
**Subject:** FW: Resignation Notice (M. Hassan Abbas)

Dear Concern,

This is to inform you that your resignation has been processed without the requisite fifteen (15) days' notice, as stipulated in your employment contract. As per policy, you are required to provide advance notice to ensure a smooth transition.

Due to this non-compliance with the notice period requirement, we regret to inform you that your resignation cannot be accepted under these circumstances. Consequently, your employment contract is concluded due to the violation of the resignation policy. As a result, you will not be issued an experience letter, and you will be ineligible for reemployment with CTC in the future.

*Regards,*

*Farah Abbas Khan  
HR Officer  
CHIP Training & Consulting*



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**From:** Mansoor Elahi [mailto:mansoor.elahi786@hotmail.com]  
**Sent:** Monday, 2 September 2024 2:54 am  
**To:** hr@chipconsulting.org  
**Subject:** Resignation Notice (M. Hassan Abbas)

Dear Ma'am,

I hope this email finds you well. Please find attached formal resignation notice of M. Hassan Abbas who is currently serving in Lahore. He is going to resign imminently. On the other hand, he is demanding experience letter.

Please find attachment.

Regards,  
Mansoor Elahi