

## Tasmia Jabir

---

**From:** Mohsan <justmohsan4@gmail.com>  
**Sent:** Tuesday, December 10, 2024 10:29 PM  
**To:** Tasmia Jabir  
**Cc:** Muhammad Ishfaq  
**Subject:** Re: Disciplinary Action Against Mr. Khalid Hussain

Dear ma'am

Sorry for inconvenience.  
Please note the details below,  
Name: Khalid Hussain  
Cnic: 4310216790269  
Site: Shell Burraque hattri Hyderabad ( Marhaba Waziristan)

On Tue, 10 Dec 2024, 10:12 pm Tasmia Jabir, <[hrmatters.isb@chipconsulting.org](mailto:hrmatters.isb@chipconsulting.org)> wrote:

Dear Mohsan,

Please share complete details of Khalid Hussain i.e CNIC #/ Site.

Regards,



**Tasmia Jabir**

*Project HR Officer*

+92-349-7760640

CHIP Training and Consulting (Pvt.) Ltd.

**From:** Muhammad Ishfaq <[jasishfaq@gmail.com](mailto:jasishfaq@gmail.com)>

**Sent:** Tuesday, 10 December 2024 11:33 am

**To:** Mohsan <[justmohsan4@gmail.com](mailto:justmohsan4@gmail.com)>

**Cc:** Muhammad Ishfaq <[ishfaq@ctc.org.pk](mailto:ishfaq@ctc.org.pk)>; HR <[hr@chipconsulting.org](mailto:hr@chipconsulting.org)>

**Subject:** Re: Disciplinary Action Against Mr. Khalid Hussain

Tasmia please issue a show cause to him immediately.

Regards,

Muhammad Ishfaq

On Tue, 10 Dec 2024, 11:27 Mohsan, <[justmohsan4@gmail.com](mailto:justmohsan4@gmail.com)> wrote:

Dear Sir,

I am writing to formally report a continued pattern of misconduct by Mr. Khalid Hussain. Despite receiving a verbal warning on December 6th for starting his day at home and then arriving late to the site, Mr. Khalid Hussain has repeated this offense today, arriving at 8:39 AM which is also count in fake reporting.

Furthermore, during a recent site visit, it came to my attention that Mr. Khalid Hussain has been spending an insufficient amount of time on the forecourt. This was also confirmed by the site manager.

I kindly request that appropriate disciplinary action be taken against Mr. Khalid Hussain for these repeated violations of company policy.

Thank you for your immediate attention to this matter.

Regards,

Mohsan

