

[CTC – HRO – PTPP – Disciplinary – 7.8.5-g-015 – IF/MA] [Employment Contract Closure Letter – February 2021]

Feb 28th, 2021

Malik Athar Kaleem CNIC #3210250727657 UCPO - Sakhi Sarwar - DG Khan DG Khan - Punjab

Subject: Conclusion of Employment Contract

Dear Malik Athar Kaleem,

This is with reference to your employment contract with CHIP Training & Consulting for the position of "UCPO" at Sakhi Sarwar - DG Khan - DG Khan - Punjab.

As a result of recent review by key stakeholders and reduction in the scope of PTPP project, some positions of your district shall become redundant and shall no longer be required after February 28th, 2021.

This decision is not a reflection of your personal qualities or your performance but merely due to change in scope and staff deployment strategy for PTPP project. Hence, making 28th February, 2021 as your last working day with CTC.

You are kindly requested to return company's documents and assets that you still have in your possession to your supervisor at your last working day.

We thank you for your valuable contribution during your employment with CTC and wishing you best in your future endeavors.

Regards,

HR Department CHIP Training & Consulting

CC; Personal File.

CHIP TRAINING & CONSULTING (PVT) LTD

CHIP House. Plot # 1, (Fayyaz Market) St # 9, G-8/2, Islamabad - Pakistan Tel: +92 51 111 111 920, Fax: +92 51 228 00 81, Email: info@ctc.org.pk

www.ctc.org.pk