

From: Zain Sahar <zain.sahar123@gmail.com>
Sent: Saturday, November 26, 2022 10:32 AM
To: hina.queshi@chipconsulting.org
Subject: Re: Explanation Letter

Follow Up Flag: Follow up
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Aoa

Dear team the complain lodge regarding to fake attendance is done by mistake at that day I have emergency my cousin's wife was expired so on immediately bases I have to attend janaza at my village and in these circumstances I was in tense situation and that's why I didn't informed my supervisor because he always tolerate me regarding to leave everyone knows in emergency cases we have right to take leave but my only mistake was that I didn't informed otherwise no any kind of misbehave is happened by my side even I have excused and sorry to my supervisor for that mistake and I told him that it will not happen again in future I will follow all the protocols and rules of our organization again I m sorry for my act of not informing about leave this is my 1st and last mistake InshaAllah in future it will not happen again and I will be more careful to this regards

Regards Zain Ul abdin
Safety warden
Thank you

On Thu, Nov 24, 2022, 6:26 PM <hina.queshi@chipconsulting.org> wrote:

Dear Mr. Zainulabidin

This is with reference to the complaint we received regarding you about fake attendance in your capacity as Safety Warden. Please find attached explanation Letter and share your response within 48 hours.

Looking forward to your prompt response.

Regards

[Hina Qureshi](#)

[Project Associate](#)

[03497760756](#)

