

From: syedraza.abbas@chipconsulting.org
Sent: Tuesday, March 21, 2023 8:28 AM
To: sundas.tariq@chipconsulting.org; hina.queeshi@chipconsulting.org
Cc: rehanamansha@ctc.org.pk; hamza.zaheer@chipconsulting.org; salman.khan@chipconsulting.org
Subject: TERMINATION REQUIRED ON URGENT BASIS

Miss Sundas,

This is to inform you, SW Muhammad Qasim is violating the SOPs he was late on 13/17/18 of March 2023, and was absent on 14, 15 & 20TH March 2023 (provided lame excuses). This shows his lack of interest towards his job. This site is near Shell Office and requires a regular and serious resource due to extensive visits of management. I request you to kindly proceed for his **termination** based on violation of HR policy. And provide his replacement on urgent basis.

Visit date	Area	Rep Name	Place code	Place name
3/13/2023	Lahore East	Muhammad Qasim Qasim	12538126	US GULBERG FILLING STATION
3/17/2023	Lahore East	Muhammad Qasim Qasim	12538126	US GULBERG FILLING STATION
3/18/2023	Lahore East	Muhammad Qasim Qasim	12538126	US GULBERG FILLING STATION

Regards
Raza Abbas