

**Dated: 26-02-2024**

**Warning Letter**

To,

**Name:** Syeda Umama Asim D/O Syed Asim Ali

**CNIC #:** 42201-6266533-2

**E.ID:** APD-1575

**Designation:** Recovery Officer

**Dept.:** Collection - Operations

**Location:** Karachi

In accordance with the policy, this is a letter of warning. This action is based on the following reason(s).

**Reason: Performance Issues**

Explanation: due to persistent violations, including excessive breaks without proper notification to the team or manager, and failure to meet daily file count targets despite repeated verbal warnings

**Issued By:** Human Resources

**Team Lead:** Syed Arif Abbas