

Date: 08-04-2022

LETTER OF TRANSFER

To,
Shiffan Aziz
Matrix Document Imaging Department
House No. S-4, Street # 1 , Gulshan E Siddique Akbar Society Malir City Karachi.

Sub: - Transfer order to another Department

Dear Shiffan Aziz,

We would like to inform you that you are transferred from the “**Matrix Document Imaging**” to the “**Med Legal**” department with the post of **Accounts Executive** with effect from **01-04-2022**.

Your basic pay will remain the same till further notice by Management.

You will not be entitled to any other benefits, other than as mentioned in your appointment letter issued to you. Company's, other rules and regulations applicable to you remain unchanged.

Please do contact HR in case of any clarifications.

Best Regards,

Human Resources
Appedology Pvt. Ltd.