

Notice to Extend Probationary Period

Date: February 12, 2020

Employee ID: APD-0243
DOJ: November 07, 2019
Name: Mr. Anil
Designation: Office Boy
Karachi

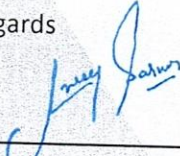
Re: Notice of Probationary Period Extension

This letter is to inform you that due to your lack of performance, Management has decided to extend your probation period by an additional 90 days.

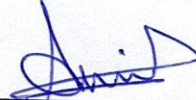
Please note your position is not confirmed/ permanent with the company due to your unsatisfactory performance. Hence forth upon your humble request, company is providing you a last chance to improve your performance and demonstrate that you are worth being part of the organization.

Management will assess your performance once you complete your additional probation period. You must improve your performance in order to retain your job else Management holds complete discretion to terminate your employment contract based on your dismal performance trends

Regards



Human Resources Department
Appedology Pvt. Ltd.



Employee Signature