



Suspension Letter

Date: November 18, 2020

Employee ID : APD-0138
Name of Employee : Muhammad Muzammil Siddique
S/O : Abdul Khaliq Siddique
Designation : Payment Confirmation Agent
Department : Payment Confirmation
CNIC # : 42301-0796710-1
TM/HOD : Saad Ahmed
Reason : Didn't show up on (November 17th, 2020) – Leave not Approved
Day(s) : 1 Day

We rely upon each employee to perform their jobs to the best of their ability and at a satisfactory level as well as to abide by our policies, which are designed to make our working environment a positive and productive one. As a member of our team, when you fail to meet these expectations, it has a negative effect on the company and on your co-workers, which is not acceptable.

Due to the seriousness of the situation as in above mention reason, you are receiving a 1 day(s) Suspension without pay. The Suspension will be served on **November 17th, 2020**

I agree to the suspension that has been given to me, which had its validity and is being handed out with a way to rectify myself, as to how may refrain myself from committing to any mistakes In future.

Muhammad Muzammil Siddique

Employee Signature

Issued By : Saad Ahmed

Team Leader : Saad Ahmed

Department Head: Masood Sabir

Note: This is computer generated document which does not require a signature.



Inam Sajjad <inam.sajjad@appedology.com>

Suspension Letter - Muhammad Muzammil Siddique - APD-01384 messages

Patrick Hensen <patrick.hensen@medicallienmgt.com>

Fri, Nov 20, 2020 at 9:07 PM

To: Inam Sajjad <inam.sajjad@appedology.com>

Cc: Patrick Hensen <muzammil.siddique@appedology.com>, Appedology HR <hr@appedology.com>, Faraz Manzoor <faraz.manzoor@appedology.com>, Ben Harris <ben.harris@medicallienmgt.com>

Acknowledged! Please ignore my last email!

Thank you!

Patrick Hensen**Payment Redeemer****Workers Compensation Department****Medical Lien Management, Inc****Direct: (909) 698-8082****Office: (951) 808-3877 Ext 166****Fax: (951) 707-4565****Mail: P.O. Box 6829 Norco, CA 92860****Email: patrick.hensen@medicallienmgt.com****Website: www.medicallienmgt.com**

[Quoted text hidden]

Patrick Hensen <patrick.hensen@medicallienmgt.com>

Fri, Nov 20, 2020 at 1:57 AM

To: Inam Sajjad <inam.sajjad@appedology.com>

Cc: Patrick Hensen <muzammil.siddique@appedology.com>, Appedology HR <hr@appedology.com>, Faraz Manzoor <faraz.manzoor@appedology.com>, Ben Harris <ben.harris@medicallienmgt.com>

Dear Inam,

I am unable to understand the reason for my suspension. Please explain to me the reason for my suspension?

Thank you!

Patrick Hensen**Payment Redeemer****Workers Compensation Department****Medical Lien Management, Inc****Direct: (909) 698-8082****Office: (951) 808-3877 Ext 166****Fax: (951) 707-4565****Mail: P.O. Box 6829 Norco, CA 92860****Email: patrick.hensen@medicallienmgt.com****Website: www.medicallienmgt.com**

[Quoted text hidden]

Inam Sajjad <inam.sajjad@appedology.com>

Thu, Nov 19, 2020 at 1:07 PM

To: Patrick Hensen <patrick.hensen@medicallienmgt.com>, Patrick Hensen <muzammil.siddique@appedology.com>

Cc: Appedology HR <hr@appedology.com>, Faraz Manzoor <faraz.manzoor@appedology.com>, Ben Harris <ben.harris@medicallienmgt.com>

Soft reminder.

[Quoted text hidden]

Inam Sajjad <inam.sajjad@appedology.com>

Wed, Nov 18, 2020 at 8:56 PM

To: Patrick Hensen <patrick.hensen@medicallienmgt.com>, Patrick Hensen <muzammil.siddique@appedology.com>

Cc: Appedology HR <hr@appedology.com>, Faraz Manzoor <faraz.manzoor@appedology.com>, Ben Harris <ben.harris@medicallienmgt.com>

Dear Muhammad Muzammil Siddique aka Patrick Hensen,

Please find attached the Suspension letter and acknowledge via Email.

Regards,

Inam Muhammad Sajjad.

Payroll & Reporting Specialist

Human Resources

Appedology Pvt. Ltd.

inam.sajjad@appedology.com



Suspension Letter - Muhammad Muzammil Siddique - APD-0138.pdf

440K