



Suspension Letter

Date: October 21, 2020

| | | |
|------------------|---|------------------------|
| Employee ID | : | APD-0095 |
| Name of Employee | : | Tehseen Malik Rao |
| S/O | : | Malik Muhammad |
| Designation | : | Acting Team Manager |
| Department | : | WC Collections |
| CNIC # | : | 42201-8854195-7 |
| TM/HOD | : | Masood Sabir |
| Reason | : | Due to low performance |
| Day(s) | : | 1 Day(s) |

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, management has rights to take actions accordingly.

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 **10/20/2020**.

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.

Tehseen Malik Rao
Employee Signature

Issued By : Urooj Alfred

Team Leader : Urooj Alfred

Department Head: Masood Sabir

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



Inam Sajjad <inam.sajjad@appedology.com>

Suspension Letter - Tehseen Malik Rao - APD-0095

3 messages

Louis Hampton <louis.hampton@medicallienmgt.com>

Wed, Oct 21, 2020 at 9:35 PM

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

Cc: Louis Hampton <tehseen.malik@appedology.com>, Danish Junejo <danish.junejo@appedology.com>, Angela Alfred <angela.alfred@medicallienmgt.com>, "Brown, Stuart" <stuart.brown@medicallienmgt.com>

Acknowledged.

Regards,

Louis Hampton
Manager Collections
Workers Compensation Department
Medical Lien Management, Inc.
 Phone : (951) 808-3877 - ext 066
 Direct : (909) 698-8106
 Fax : (951) 707-4565
 Mail : P.O. Box 6829 Norco, CA 92860

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Inam Sajjad <inam.sajjad@appedology.com>

Wed, Oct 21, 2020 at 7:19 PM

To: Louis Hampton <tehseen.malik@appedology.com>, Louis Hampton <louis.hampton@medicallienmgt.com>

Cc: Danish Junejo <danish.junejo@appedology.com>, Angela Alfred <angela.alfred@medicallienmgt.com>, "Brown, Stuart" <stuart.brown@medicallienmgt.com>

Dear Louis aka Tehseen,

Please acknowledge the email.

Regards,

Inam Muhammad Sajjad.
 Payroll & Reporting Specialist
 Human Resources
 Appedology Pvt. Ltd.
inam.sajjad@appedology.com

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Danish Junejo <danish.junejo@appedology.com>

Wed, Oct 21, 2020 at 2:35 AM

To: tehseen.malik@appedology.com, Louis Hampton <louis.hampton@medicallienmgt.com>

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

Dear Tehseen Malik Rao

PFA: your suspension letter

Kindly acknowledge

Regards,

Danish Junejo

Organizational Development Executive

Appedology (PVT)LTD

Email: danish.junejo@appedology.com

Cell: +92 335 221 3670

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