

Dated: 23-05-2022

WARNING LETTER

To,

Name: Syed Rajab Hussain S/O Syed Zakir Hussain Kazmi

CNIC #: 42201-3942806-9

E.ID: PRO-0284

Designation: Negotiation Officer

Dept.: WC Collections

Location: Islamabad

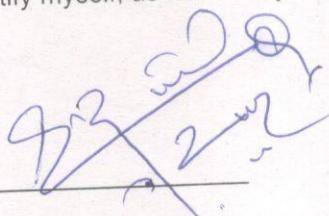
In accordance with the policy, this is a letter of warning. This action is based on the following reason(s).

Reason: Others

Explain Reason: University Project, Unable to come, Leave not approved

This act of yours as mentioned above constitutes misconduct as per the certified Standing orders of the company.

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



Employee Signature

Issued By: Human Resources

Team Lead: Shahrukh Ali Khan