



Warning Letter

To,

Name: Vijay Kumar Laloo

CNIC #: 42301-1603239-5

E. ID: APD-0094

Designation: Litigation & Collection Officer

Department: WC Collections

Location: Karachi

In accordance with the policy, this is a letter of warning. This action is based on your (list performance deficiencies and/or unaccepted behaviors).

Reason: Low performance

Explain Reason: Unsatisfactory performance FTM Mar-21

This act of your 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: HR Department

Department Head: Urooj Alfred

Team Lead: Muhammad Mujtaba Khan