



Dated: August 14, 2020

WARNING LETTER

To,

Name: Ahsan Malik

E.ID: APD-0128

Designation: Litigation & Collection Officer

Dept.: 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: ☐ Disobedience ☐ Intoxication ☐ Tardiness ☐ Foul Language
☒ Low performance ☐ Misuse of Equipment ☐ Other

Explain Reason: Due to low performance for the month.

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.

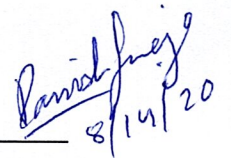

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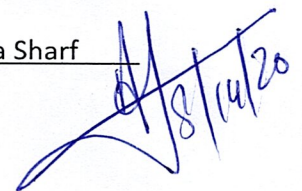
Employee Signature

Issued By: Danish Junejo

Department Head: Masood Sabir

Team Lead: Ayesha Sharf


8/14/20


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