

Yasir Rafiq

From: Rais Ahmed
Sent: Monday, November 2, 2020 11:13 AM
To: Kashif Abbas
Subject: Letter of Counselling

Dear Kashif,

It has been observed that “you are involving yourself in matters not pertaining to you and the scope of your department” which is affecting your performance and you have been counselled verbally at times.

Hence, you are required to demonstrate professional behavior and remain in full compliance with organizational policies.

Rais Ahmed
Head of Internal Audit