

## Sohaib.Aslam/EHS/Lahore

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**From:** Sohaib.Aslam/EHS/Lahore  
**Sent:** Saturday, June 14, 2025 7:18 PM  
**To:** Sohaib.Aslam/EHS/Lahore  
**Subject:** FW: Request for Foreign Travel - Sri Lanka

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**From:** Soban Waqar/Internal Audit/Lahore <[soban.waqar@packages.com.pk](mailto:soban.waqar@packages.com.pk)>  
**Sent:** Tuesday, May 20, 2025 11:01 AM  
**To:** Feroze Polani/Internal Audit/Karachi <[feroze.polani@packages.com.pk](mailto:feroze.polani@packages.com.pk)>  
**Subject:** Fw: Request for Foreign Travel - Sri Lanka

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**From:** Syed Hyder Ali/Corporate/Lahore <[hyder.ali@packages.com.pk](mailto:hyder.ali@packages.com.pk)>  
**Sent:** Tuesday, May 20, 2025 10:52:51 AM  
**To:** Soban Waqar/Internal Audit/Lahore <[soban.waqar@packages.com.pk](mailto:soban.waqar@packages.com.pk)>  
**Subject:** Re: Request for Foreign Travel - Sri Lanka

approved

*Syed Hyder Ali*

*CEO & Managing Director*

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**From:** Soban Waqar/Internal Audit/Lahore <[soban.waqar@packages.com.pk](mailto:soban.waqar@packages.com.pk)>  
**Sent:** 20 May 2025 10:20

**To:** Syed Hyder Ali/Corporate/Lahore <[hyder.ali@packages.com.pk](mailto:hyder.ali@packages.com.pk)>

**Subject:** Request for Foreign Travel - Sri Lanka

Dear Sir

As per instructions of the BAC and in accordance with the approved audit plan for this quarter we have planned a visit to Sri Lanka. Details are as follows:

**Total team members: 2** – Feroze Polani and Saad Ahmed Siddique

**Guest Auditor from EHS: 1** - Sohaib Aslam Butt

**Total Working Days: 3**

**Scope under review:**

EHS Audit:

1. Plant visit to review all EHS aspects including fire safety
2. Compliance of relevant country laws, internal EHS policies and best practices of the group
3. EHS Incident reporting and monitoring mechanism including resolution status

IT Audit

1. Infrastructure, server management and segregation of duties
2. IT general controls and backups
3. Networks and switches
4. System and server security management including end point security

Follow-up on open issues

1. Follow-up of previous audit findings
2. Meeting with Internal Auditors KPMG

Tentative travel dates are in **last week of June 2025**.

Your approval is requested.

Best regards,

Soban Waqar

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