



CONFIDENTIAL

29th – February - 2024
DPSKW/HR/SD/DND/282

Mr . Ashraf Ali Shaik
Central Plaza, 1st Floor- Office No. 6,
P.O. Box: 29073 – Safat 13104,
Kuwait.

Dear Mr. Ashraf Ali Shaik

Subject: Bonus Announcement Letter

We would like to express our sincerest gratitude and appreciation for the extraordinary dedication and hard work you have demonstrated over the past three weeks.

Your commitment to WARBA projects has been nothing short of remarkable. Despite facing tight deadlines and challenging tasks, each of you has risen to the occasion with enthusiasm and unwavering determination. Your passion for excellence and your collaborative spirit have truly made a difference to our team's success.

We are pleased to notify you that we award you this bonus (200 KD) based on your performance over the last 3 months. We hope that you will be working in this organization with the same dedication and passion you have been working for the past three months and we are pleased to offer you this bonus.

Please acknowledge this letter by way of formal acceptance i.e., by signing and returning the attached copy of this letter to the undersigned, by mail.

We would like to take this opportunity to convey our best wishes for your success.

Sincerely yours,

Nahid Zwayyed

HR & Admin Manager

Cc: Employee File

