

Date: 2025-10-06

REF NO: DEVR897

Termination Letter

Dear M.Muzammil Bashir,

This letter serves as formal notification of the termination of your internship as **Intern** at Devrolin. Your internship, which commenced on 2025-10-13 will officially be terminated effective monday, marking the end of your agreed internship duration

The termination has been decided due to consistent performance concerns and repeated absenteeism, which have affected the timely completion of assigned tasks and overall team productivity. Despite feedback and guidance, the expected improvement was not observed, leaving us with no choice but to discontinue the internship.

Please ensure that all company property, materials, and confidential information in your possession are returned to your supervisor, **Mr. Zohaib Ejaz**, before your last working day. You are also reminded to maintain confidentiality regarding all company-related matters even after the conclusion of your internship.

We would also like to emphasize that this decision is not intended to discourage you but rather to highlight the importance of responsibility, consistency, and professionalism in the workplace..

We thank you for the contributions you made during your time with Devrolin and extend our best wishes for your academic and professional journey ahead.

Sincerely,
HR Manager

