



BARQAAB

Consulting Services (Pvt.) Limited



No. BQB/W/01/600/MA/ 292

Dated: May 02, 2017

Mr. Muhammad Zafar,
162-N, Phase-1, DHA,
Lahore.

APPOINTMENT LETTER

Dear Sir,

In consideration of your academic qualifications and experience, BARQAAB Consulting Services (Pvt.) Limited (hereinafter referred as "the Company") is pleased to offer you the employment to work in the Company in the position of "General Manager (Power)" with effect from May 09, 2017 on the following terms & conditions:

1. Remunerations:

- 1.1 You will be entitled to draw following monthly remunerations:

Salary Rs. 206,934/-

- 1.2 Income Tax, Professional Tax and all other taxes on the emoluments shall be your liability and deductible by the Company from your remunerations. Any further assessment / demand by Income Tax Department shall be payable directly by you to the Income Tax Department.
- 1.3 You will be allowed 1300cc car for office/private on rental basis use subject to monthly fuel consumption of 200 liters maximum. The cost of fuel will be reimbursed on receipt of actual basis.

2. Probationary Period

- 2.1 Your appointment will be on probation for the period of twelve (12) months. The Company reserves the right to extend the probationary period at its discretion.

3. General Terms & Conditions

- 3.1 Your services shall be governed by Company's Policies as enforced from time to time. You shall perform, observe and conform to such duties and instructions as may from time to time be assigned or communicated to you by the company.
- 3.2 You shall perform the services and carry out your duties with due diligence, efficiency and economy in accordance with acceptable practice. You shall always act, in respect of any matter relating to the Services, as faithful to the Company and shall at all times safeguard Company's legitimate interests in any dealing.
- 3.3 You shall neither seek nor accept any employment outside the Company during the currency of your services.

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HEAD OFFICE:

Sunny View Estate, Kashmir Road, Lahore
Phone: +92 42 99202093-94,
99203384 & 99200063 Fax: +92 42 99202095
E-mail: info@barqaab.com

DESIGN OFFICES WATER & POWER:

3rd Floor, Ali Complex, Empress Road, Lahore.
Phone: +92 42 36360957, 36361004, 36367254 & 36303099
Fax: +92 42 36367232
E-mail: water@barqaab.com, power@barqaab.com

FINANCE OFFICE:

1st Floor, Ali Complex, Empress Road, Lahore
Phone: +92 42 36360944
Fax: +92 42 36363833
E-mail: finance@barqaab.com

- 3.4 You shall not disclose any information relating to the Company, its Clients and you will not divulge any information or secret that you may obtain during the currency of your services.
- 3.5 Any invention, process, design, report connected with Company business produced whether directly or indirectly made by you or coming into your possession, is the absolute property of the Company and must be treated as such by you.
- 3.6 You shall indemnify the Company against any loss, fines, penalties, debts or civil/criminal liabilities, attributable to your dishonesty or to the willful commission or omission by you of any act constituting breach of trust
- 3.7 During currency of the Contract, you may be assigned additional duties or transferred to other position as may be required in the best interest of the Company.
- 3.8 Your services shall be liable to be terminated with a notice of one month from either party or salary in lieu thereof. Thereafter your services can be terminated in accordance with the provision of Company Rules.
- 3.9 In case of resignation or termination, you will not leave the Company until formal acceptance of resignation and / or clearance is issued by the Company.
- 3.10 If the Company determines at any time that your recruitment was made as a result of the submission of false information and / or forged documents, the employment contract will be automatically cancelled without prior notice, reward or compensation.
- 3.11 If your services are terminated under Clause 3.9 or 3.10 above or for any other reason, you will have no right to appeal against decision of the management in any Court of Law.
- 3.12 No traveling allowance will be admissible for joining this appointment.
- 3.13 You shall sign this letter and its attached copy in token of your acceptance of the terms and conditions of your services. This letter forms agreement between you and the Company.

Yours faithfully,
For BARQAAB Consulting Services (Pvt.) Limited


(ENGR MUMTAZ AKHTAR)
General Manager (W&C)

ACCEPTANCE

I hereby declare that I have carefully read the terms and conditions of the employment as set out above and fully accept the said terms and conditions.

Name: MUHAMMAD ZAFAR

Signature: [Signature] 03/05/17

Address: 162-N DHA Phase-1 LAHORE

Phone No: 0335-7401951, 04235743017.

CNIC No: 35201-1489050-7

PEC No: ELECT/3994
(CNIC & PEC Photocopy attached)

Copy to:

- General Manager (Finance)
- Deputy Manager (HR & Admin)