8th Januarefcrery, 2014

The Group Vice President

Human Resources Department

Ahmed Amin Group

Subject: Prayer for refunding one day salary.

Dear Sir,

With due respect I ,Mohammod Hossain, Senior Programmer of Medisys BD Ltd , would like to inform you that I have not had any days absent of month December. But the attendance report shows me as an absent at 01 December and deduct my one day salary. Although I was present on that day at office from 8:30 am to 6:00 pm. On The Day Face ID machine did not detect my login time due to Face Id machine detection problem. So I am requesting you to refund my deducted salary month of December.

May I, therefore pray and hope that you would be kind enough to grant my prayer and oblige thereby.

Yours Faithfully

Mohammod Hossain

Senior Programmer

Medisys Bd Ltd.