**Employee Name:** Muhammad Fareed Pehalwan  
**EID No:** 784198961630302  
**Employee ID No:** 1369464

Dear Muhammad Fareed Pehalwan,

**Subject: Termination of Employment**

We regret to inform you that your employment with United General Trading Fzco is hereby terminated, effective immediately, due to unauthorized Leave and violation of company policies on attendance.

Our records indicate that you have been absent from work without any prior leave notification or management approval since September 10, 2024. As of today, November 14, 2024, this constitutes a total of **65 days** of unapproved absence.

In accordance with our policies on employee attendance and discipline, such prolonged and unapproved absence is considered a severe breach of your employment agreement and company policy. Despite attempts to reach out to you, we have not received any satisfactory explanation or notification regarding your absence.

We thank you for your past contributions to United General Trading FZCO and wish you the best in your future endeavors.

Sincerely,  
For United General Trading FZCO

Sign

Letter Acknowledgement Signed by

Muhammed Fareed