

To,

The Incharge/Director,
ESM Wing HROD,
Operation Department,
Human Resources Operation Department,
Zarie Tarkyatee Bank (ZTB) Limited,
Head Office, Islamabad.

THROUGH PROPER CHANNEL

Subject: Request for Enhancement of Medical Allowance

Dear Sir,

I, Mazhar Ali Memon, P.P. No. 011826, retired on 27-09-1996 under the Golden Handshake Scheme 1993 as Deputy Director (DD)/AVP. I am currently drawing a pension from Zarie Tarkyatee Bank (ZTB) Limited, Kotri Branch, Hyderabad. Since my retirement, as per Vide Head Office letter No. PAD(Pension)9(259)2004/6932, Dated: 17-03-2004 (copy attached), I have been receiving a medical allowance of Rs. 1,794/- per month, and this amount has remained unchanged for the past twenty-eight years.

Recently, Zarie Tarkyatee Bank, Limited, Head Office, Islamabad, enhanced the medical allowance for retired employees. However, my name has not been included in the list of those receiving this enhanced medical allowance. I kindly request your attention to this matter, as other retired employees have already benefited from the increase.

I would appreciate it if my medical allowance could be updated to reflect the current enhanced rates. I hope my request will be considered favourably.

Thank you for your understanding and support.

Best Regards,

Yours Faithfully,

(MAZHAR ALI MEMON)

P.P No. 011826

Retired D.D/AVP

ZTB, Limited, Kotri Branch

Hyderabad.

Mailing Address:

c/o Mr. Fahad Ali Memon,
Accounts Officer,
Directorate of Works & Strategic Planning (W&SP),
Mehran University of Engineering & Technology,
Jamshoro, Sindh.

CC To:

- Bank Manager, Zarie Tarkyatee Bank, Kotri Branch
- Zonal Chief Hyderabad Region