

Write an application to the General Manager,
Sui Northern Gas Pipelines Limited about
the installation of gas in your colony.

The General Manager,
Sui Northern Gas Pipelines Limited,
Lahore.

Subject: Installation of gas in our colony

Sir,

I am writing to you on behalf of
administration of our residential colony.
We are requesting the installation of a Sui
Gas network within colony to provide
gas access to all residents. Currently,
the residents of colony rely on less convenient
fuel sources such as firewood, LPG cylinders
for their cooking and heating processes/needs.
The introduction of Sui Gas would offer
a cleaner, more efficient and cost effective
fuel source. This would improve the
overall quality for our community.
We understand that there may be specific
requirements for Sui Gas installation in
new Area.

We the residents are willing to cooperate fully with Sui Gas Company to ensure smooth and efficient installation process. We are also prepared to collectively meet any associated costs for necessary infrastructure development.

Try to avoid too much use of pronouns in such kinds of letters

→ We believe that the installation of Sui Gas network in our colony would be a valuable investment for your company. It would expand your customers and provide a valuable revenue.

→ We are also happy to provide any further information you may require. Thank you for your time and consideration. We look forward to a positive outcome on this request.

Use some formal salute

Truly yours,
M.D.J.

Write an application to executive engineer
electricity to solve the problem of constant
power failure in your locality

The Executive Engineer,
Electricity Department
Lahore.

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Subject: Solution of constant power failure in
our colony / urgent request for investigation
and resolution of frequent power
outages.

Sir,

I am the resident of colony is writing to express my deep concerns regarding the frequent power outages we have been experiencing in our area. These outages/power cuts have been occurring for the past two to three months and are causing significant inconvenience and disruption to our daily lives. These power cuts happen multiple times in a day and night and last for two to three hours. This disrupts essential activities like working from home, operating business, and maintaining proper food storage.

Furthermore the unpredictable nature of these outages makes it difficult to

plan and schedule our daily routine. I am concerned that these sudden voltage fluctuations can lead to damage to electronic appliances. Additionally, this poses serious security risks at night due to lack of lighting.

I understand that unforeseen circumstances can cause power outages. However, the frequent nature and duration of these disruptions in our locality suggest a more underlying issue.

I urge you to kindly investigate the cause of the frequent power failure in our colony. I request for immediate action to identify and rectify the problem to ensure a stable and reliable electricity supply.

I am hopeful that a prompt solution can be implemented to alleviate this ongoing inconvenience.

Thank you for your time and attention to this urgent matter.

Yours truly,
A.Y.Z

Write an application to the Manager of your bank about a suspicious transaction in your account.

The Bank Manager,
United Bank Limited,
Multan.

Subject: Report of unauthorized transaction
and request for investigation

Sir,

I am writing to report a suspicious transaction on my bank account ending in [****5925]. I recently reviewed my online banking activity and noticed a larger transaction that I did not authorize. The details of transaction are as follows:

Date: 13-05-2024

Amount: 20,00,000

Recipient: unknown recipient

The amount of this transaction is significantly higher than my typical purchases. There is a possibility that my account has been compromised and used fraudulently.

This transaction raises concerns about the security of my account.

I kindly request that you investigate this unauthorized transfer immediately. Please reverse the transaction if possible and implement additional security measures on my account to prevent future unauthorized access.

Shorten your sentences plz

I have attached my bank statement highlighting the suspicious transaction for your reference. Please contact me at your earliest convenience to discuss this.

Thank you for your prompt action in resolving this issue

Resgrds

Truly yours,
x.y.z.

Consequences of Rural to urban migration

The consequence of rural migration to cities are multifaceted **Have multiple impacts** impacting both the migrants and the urban areas they relocate to. Ps

Primarily when people leave rural areas in search of opportunities they often face challenges adapting to the urban environment leading to social and economic problems.

Economically this influx of migrants burdens the urban infrastructure, such as housing, transportation and employment opportunities.

Secondly/ Additionally the sudden increase in population on public services like inadequate healthcare and educational facilities.

Furthermore rural migration is in fact the loss of valuable human capital in rural communities that widens the gap b/w urban and rural areas because this way hinders the local development. However it is essential to

acknowledge that rural migration also comes with its potential benefits that

includes the diversification of urban economy

and cultural enrichment brought by migrants.

Overall although rural migration to cities has its own challenges, these issues can

be addressed wisely through effective urban
planning and urgent long lasting policies.
This will generate more benefits and
minimise the negative consequences for both
the migrants and urban areas.

alleviation.

Good Governance is key to Poverty alleviation

~~According to United Nations~~

Good governance is participatory, consensus oriented, accountable, transparent, responsive, effective and efficient, equitable and inclusive and follows the rule of law²

~~Good governance~~ is the process of measuring how public institutions conduct public affairs and manage public resources. ^{It is a system} effectively and efficiently. So basically governance refers to the way a country is ruled

and managed, it removes barriers, create opportunities and empowers individuals to break the cycle of poverty. By fostering stability and transparency it creates an environment where resources, public funds are used efficiently and reach to those who need them most. This can involve measures to combat corruption and to invest in people by providing them quality education and affordable healthcare services. Quality education equips individuals with skills to find decent work and affordable healthcare keeps them healthy and productive. On the other hand good governance provide many job opportunities to earn a living by encouraging businessmen, industrialist to invest and create job opportunities in different sectors. This increase economic growth of country which had effective impact on poor. Moreover, in good governance voices of the poor are heard and their needs are taken into account. This also leads to By introducing programme such as Job training, providing ^{small} loans. ~~This can also lead to policies and programmes that are more effective.~~

In short good governance creates the conditions necessary for people to lift themselves out of poverty by taking such measures. ^{However,} It's not a silver bullet, but it's a crucial piece of the puzzle.

Neo Colonialism

The shadow of colonialism may have faded but its legacy lingers in the form of neocolonialism. Unlike direct colonial rule neocolonialism exerts control through economic and political influence. Wealthier nations exploit the resources, ^{labors} and markets of developing countries often through multinational cooperations by leaving little benefits for local population. International institutions like world Bank, IMF provide loans at high interest rates and impose economic policies such as trade liberalization, deregulation that prioritize foreign investment over local development. This can lead to lower wages and environmental degradation in developing countries. Also it can perpetuate poverty and inequality, as developing countries remain trapped in a cycle of resources extraction, debt and dependence on foreign aid. Furthermore neocolonialism can manifest through cultural influence. media and entertainment from developed nations can promote their values and ways of life undermining local cultural and tradition. In addition the dominance of western culture can lead to

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erosion of local traditions and identities, creating a sense of inferiority among the people of neocolonized nation. However the consequences of neocolonialism are far reaching. Breaking free from neocolonialism requires a multi pronged approach. Developing nations need to invest in education and infrastructure to create a skilled workforce and attract domestic and foreign investment on their own terms. They should also diversify their economies to reduce dependence on raw material exports and develop strong domestic markets.

Every cloud has a silver lining

Life is not a bed of roses, it has its ups and downs. Sometimes we feel like so many bad things are happening or that nothing is going right with our life. But there is always a silver

lining. In the proverb silver lining refers to good times, happy moments or solution of a problem. It also symbolize hidden benefits or positive aspects within a difficult situation. Whereas, in the proverb dark clouds are being compared to troubles, misery, tragedy and all the bad times of an individual's life. This proverb is very important because it helps us to maintain a positive attitude during challenging times.

Historical events also bear witness to the truth of this proverb. The Great Depression a period of devastating economic hardship in 1930 spurred innovation and social reforms. The "Dust Bowl" a series of ecological disaster that ravaged American farmlands, led to advancement in soil conservation practices. It is usually seen that growth often follows hardship. Just as a seed needs pressure of the soil to germinate, we may need

to go through challenging times to develop resilience and resourcefulness. As a Muslim we should believe that trials and tribulations are a test from Allah (SWT). In Quran Allah reminds us

ان مع العسر يسرا

"Indeed with hardship comes ease"

~~This ease can~~ So difficulties lead to growth and reward. ~~Overcoming hardships can~~ Life story of Prophet Yusuf teaches us that even after being thrown into a well and sold into slavery, Allah (SWT) elevated him to a position of power, allowing him to save his family. So in difficult times we should not lose hope, ~~as things will eventually get better and~~ ~~and keep working towards our goals.~~

we should believe the wheel of luck always turns and the cycle of life is everchanging irrespective of one's social status, political belief and economical condition. So we must keep working and keep moving forward to overcome these difficulties with positive attitude.