

Nov 6th, 2019

Mr. Waqar Anjum,
CNIC # 1330290729643,
UCPO - Ghari Skindar,
Rawalpindi - Punjab.

Subject: Termination of Employment Contract on account of Dual Job

Dear Waqar Anjum,

This is with reference to the complaint received dated Oct 31st, 2019 regarding your dual in your capacity as Union Council Polio Officer (UCPO) at Ghari Skindar - Taxila - Rawalpindi.

This is to inform you that a show cause was issued to you to explain your position regarding dual job. You have not shared any response despite lapse of stipulated time rather submitted resign which is not accepted due to impending disciplinary action. Your failure to response has been considered as your acceptance of your dual job. As per policy, PTPP staff are not allowed to undertake other employment and concealment of the same is itself a professional misconduct. Your actions show your lack of professional approach which cannot be ignored hence warrants strict disciplinary action.

Therefore, it has been decided to terminate your employment contract with immediate effect; hence making 07 Nov, 2019 your last day of employment with CTC.

Please note that you will not be paid any remuneration against your services for the month of Oct and Nov-2019 against aforementioned reasons. You are directed to return Company's properties that you still have in your possession to your supervisor.

Regards



Saqib Ali Mumtaz
Manager Legal & Contracts

CC;

Personal File.

CHIP TRAINING & CONSULTING (PVT) LTD.

CHIP House. Plot # 1, (Fayyaz Market), St # 9, G-8/2, Islamabad - Pakistan
Tel: +92 51 111 111 920. Fax: +92 51 228 00 81, Email: info@ctc.org.pk

www.ctc.org.pk