**Preliminary Assessment Report.**

 **Complaint Against (UC Operations Officer) UCPO Mr. Abdul Razzaq.**

 **Uc 13-C District Quetta Baluchistan.**

* **Complaint Received Date**:

August 12, 2024

* **Complainant**:

UCOO Ms. Sonia.

(Complaint is attached)

* **Complaint:**

Ms. Sonia has raised a serious complaint against Mr. Razzaq, accusing him of inappropriate behavior. She stated that Mr. Razzaq has been getting personal with her and has acted disrespectfully towards staff. In her absence, he reportedly insulted her in front of her team, used harsh language, and made offensive remarks, including an accusation that she drinks alcohol.

Furthermore, Ms. Sonia reported that Mr. Razzaq shared inappropriate content on his WhatsApp status, specifically a nude picture, which he only showed to her. This behavior is unprofessional and unacceptable in the workplace.

* **Details of the Alleged Offenders**:

**OffenderMr.Razzaq**
Ms. Sonia has made a complaint against Mr. Razzaq for behaving inappropriately. She says that he has been getting personal with her and being disrespectful to the staff. When Ms. Sonia was not around, Mr. Razzaq insulted her in front of her team, used harsh language, and made a rude comment by saying, "Ms. Sonia, I guess your drink."

Ms. Sonia also mentioned that Mr. Razzaq shared an inappropriate picture on his WhatsApp status, which he only showed to her. This behavior is very serious and not acceptable at work.

**Previous Disciplinary Actions:**

Mr. Razzaq has a previous disciplinary record, having received a warning for nonserious or casual attitude.

* **Initial Assessment**:

These issues should be looked into according to our organization’s rules to make sure everything is fair. It’s important to consider how this could affect the morale of the staff and the overall work environment.

* **Recommendations:**

It is recommended to conduct a thorough Investigation into the allegations against Mr. Razzaq (UCPO).