

FYI.

**From:** KASI, Arbab Niamat Ullah [<mailto:kasia@who.int>]  
**Sent:** Tuesday, October 29, 2024 10:28 AM  
**To:** 'Mohammad Basit Siddiqui'  
**Cc:** DANIEL, Ambrin; PARVEEN, Khalida; [sundas.tariq@chipconsulting.org](mailto:sundas.tariq@chipconsulting.org);  
[hina.queshi@chipconsulting.org](mailto:hina.queshi@chipconsulting.org); 'Victor John D'souza'; 'Ahsan Qazi'; 'Muhammad Muslehuddin'  
**Subject:** FW: [EXT] Final Investigation Report UC-13 E Ms.Saeeda

Dear Basit,

Can you please share feedback of IO and AC, what about her recent performance appraisal, any show cause or warning letter issued to her as mentioned in her statements.

Regards,

A

**From:** [basit.saddiqui@chipconsulting.org](mailto:basit.saddiqui@chipconsulting.org) <[basit.saddiqui@chipconsulting.org](mailto:basit.saddiqui@chipconsulting.org)>  
**Sent:** Monday, 21 October 2024 4:40 pm  
**To:** MOHAMMAD, Nazar <[nmohammad@who.int](mailto:nmohammad@who.int)>; KASI, Arbab Niamat Ullah <[kasia@who.int](mailto:kasia@who.int)>  
**Cc:** DANIEL, Ambrin <[daniela@who.int](mailto:daniela@who.int)>; PARVEEN, Khalida <[parveenk@who.int](mailto:parveenk@who.int)>;  
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'Ahsan Qazi' <[ahsan.qazi@chipconsulting.org](mailto:ahsan.qazi@chipconsulting.org)>; 'Muhammad Muslehuddin'  
<[m.muslehuddin@chipconsulting.org](mailto:m.muslehuddin@chipconsulting.org)>  
**Subject:** [EXT] Final Investigation Report UC-13 E Ms.Saeeda

Dear Nazar Sb,

Hope you are doing well.

It is to update you that Ms. Saeeda Bibi, Area Supervisor for UC 13-E, has filed a formal complaint against UCPO Mr. Muhammad Saleem, alleging unfair treatment and harassment. She claims that despite her satisfactory work, Mr. Muhammad Saleem consistently accuses her of poor performance, issues explanation notices, and threatens to report her. She also reports being unfairly penalized for minor lateness and transferred to another area without consideration for her circumstances.

After conducting a thorough investigation, the committee has made the following recommendations, and the detailed report along with relevant annexes is attached to this email, pending approval from WHO-PO:

**Recommendations:**

**UCPO Mr. Muhammad Saleem:** His behavior is deemed inappropriate, and it is recommended that he shall receive a warning letter along with a counseling session to improve his conduct as per the Polio Third Party Personnel Service Rules (PTPPSR), Annex – 7-B: Disciplinary Action in Case of Performance/ Disciplinary/Accountability Framework/ Capacity Issues - Amber line Areas/ Sub Clause: 4/Unprofessional or Casual Behavior towards peers/colleagues.

**TDOSO Mr. Taj Muhammad:** He does not listen to staff concerns, fails to provide support, and publicly humiliates staff. It is recommended that he also shall receive a warning letter along with counseling session to address these issues as per the Polio Third Party Personnel Service Rules (PTPPSR), Annex – 7-B: Disciplinary Action in Case of Performance/ Disciplinary/Accountability Framework/ Capacity Issues - Amber line Areas/ Sub Clause: 4/ Poor supportive supervision.

**UCOO Mr. Zahid:** He is not performing his duties effectively in UC 13-E and is not taking his work seriously. The recommendation is for him to shall receive a warning letter along with counseling session, and be transferred out of UC 13-E as per the Polio Third Party Personnel Service Rules (PTPPSR), Annex – 7-B: Disciplinary Action in Case of Performance/ Disciplinary/Accountability Framework/ Capacity Issues - Amber line Areas/ Sub Clause: 6/ Poor Performance compliance with position TOR.

Regards,

Basit