

Tasmia Jabir

From: FAROOQ, Zainab <farooqz@who.int>
Sent: Tuesday, January 14, 2025 3:18 PM
To: Tasmia Jabir
Cc: ADEM, Abdinasir; 'Sundas Tariq'; salman.khan@chipconsulting.org; hina.queshi@chipconsulting.org
Subject: RE: [EXT] RE: Explanation on account of Neglect of Duty

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Tasmia

Please proceed as per SOPs.

Thanks

From: Tasmia Jabir <hrmatters.isb@chipconsulting.org>
Sent: Tuesday, 14 January 2025 3:01 pm
To: FAROOQ, Zainab <farooqz@who.int>
Cc: ADEM, Abdinasir <adema@who.int>; 'Sundas Tariq' <sundas.tariq@chipconsulting.org>; salman.khan@chipconsulting.org; hina.queshi@chipconsulting.org
Subject: FW: [EXT] RE: Explanation on account of Neglect of Duty
Importance: High

Dear Ms. Zainab,

Greetings from CTC!

In continuation to the below email, an explanation letter was issued to UCPO Mr. Alam Zaib Khan on account of Neglect of Duty. His response was further shared with the IO for feedback.

As per the feedback of the IO, the UCPO response was found to be unsatisfactory. Please note that he has already been issued a verbal warning on account of Poor Performance in May 2024.

Therefore, it is suggested that CTC management will issue him a final warning letter on account of his Neglect of Duty.

Your kind approval is needed in this regard.

Regards,

Tasmia Jabir

Project HR Officer

+92-349-7760640

CHIP Training and Consulting (Pvt.) Ltd.



From: AKBAR, Shumila [<mailto:akbars@who.int>]

Sent: Monday, January 13, 2025 1:47 PM

To: Tasmia Jabir <hrmatters.isb@chipconsulting.org>

Cc: EHSAN, Aamir <ehsanam@who.int>; ALI, Furqan <fuali@who.int>; MAHAR, Benazeer <maharb@who.int>; MASOUD-UL-HASSAN, Muhammad <masoudulhassanm@who.int>; 'Sundas Tariq' <sundas.tariq@chipconsulting.org>; hina.queshi@chipconsulting.org; ULLAH, Najeeb <nullah@who.int>; basit.saddiqui@chipconsulting.org; CHAUDHRY, Muhammad <chaudhrym@who.int>; ADEM, Abdinasir <adema@who.int>

Subject: Re: [EXT] RE: Explanation on account of Neglect of Duty

Importance: High

Dear Tasmia,

Thanks for your email & request for the said response.

As mentioned by the first line supervisor, Mr Alam Zeb has made it a routine habit for not responding to calls (for PEI related tasks), refusal to certain tasks (like stool sampling of epid PB/11/24/556), reaching the UC timely, carrying hard copy of Micro plan during SIAs in addition to sending late & fake/different locations for attendance on CTC dash board.

Below are 5/10 attendance /locations shared by him in the last 10 days and they are not sent from his parent UC Bangash colony City 9:-

01/1/25, 9:11am:- Near Naval anchorage (25 km approximately from UC)

02/1/25 11:14am:- Near Kurri road (approximately 6 kilometres from UC)
03/1/25 , 9:11am:- Near Naval Enchorage (approximately 25km from UC & in Islamabad)
10/1/25, 9:33am, Near Chak shehzad (approximately 15 kilometres from UC)
11/1/25:-Neither attendance nor location sent this day ??
13/1/25, 10:07am:- Near Sadiqabad kurri road, approximately 6 kilometres from UC).

Dear Tasmia, in my opinion this is something serious & needs to be dealt urgently, including Disciplinary action & counselling of Mr Alamzeb to take his job seriously in upcoming future, as we are near polio eradication and can't afford such casual behaviour towards job.

Regards
Dr SHUMAILA AKBAR
AC WHO
RAWALPINDI DIVISION

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From: Tasmia Jabir <hrmatters.isb@chipconsulting.org>
Sent: Friday, January 10, 2025 3:45:23 PM
To: AKBAR, Shumila <akbars@who.int>
Cc: EHSAN, Aamir <ehsanam@who.int>; ALI, Furqan <fuali@who.int>; MAHAR, Benazeer <maharb@who.int>; MASOUD-UL-HASSAN, Muhammad <masoudulhassanm@who.int>; 'Sundas Tariq' <sundas.tariq@chipconsulting.org>; hina.queshi@chipconsulting.org <hina.queshi@chipconsulting.org>; ULLAH, Najeeb <nullah@who.int>; basit.saddiqui@chipconsulting.org <basit.saddiqui@chipconsulting.org>
Subject: [EXT] RE: Explanation on account of Neglect of Duty

Dear Dr. Shumila,

Following the explanation letter issued to Mr. Alam Zaib regarding his Professional Negligence, he stated that he would be careful next time.

Please find attached his explanation response for your reference.

Kindly review and advise further on this matter.

Regards,



Tasmia Jabir

Project HR Officer

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CHIP Training and Consulting (Pvt.) Ltd.

From: Tasmia Jabir [<mailto:hrmatters.isb@chipconsulting.org>]

Sent: Wednesday, January 8, 2025 5:48 PM

To: 'alam.zaib@ctc.org.pk' <alam.zaib@ctc.org.pk>

Cc: 'Shumila' <akbars@who.int>; 'Aamir' <ehsanam@who.int>; 'Furqan' <fuali@who.int>; 'Benazeer' <maharb@who.int>; 'Muhammad' <masoudulhassanm@who.int>; 'Sundas Tariq' <sundas.tariq@chipconsulting.org>; 'hina.queshi@chipconsulting.org' <hina.queshi@chipconsulting.org>

Subject: Explanation on account of Neglect of Duty

Dear Alam,

Please find the attached Explanation Letter on Account of Professional Negligence, You are hereby required to provide your explanation within 48 hours of receiving this letter.

Regards,



Tasmia Jabir

HR Officer

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CHIP Training and Consulting

