

**From:** sidra jaffer [mailto:sidrajaffer5@gmail.com]  
**Sent:** Tuesday, July 9, 2019 1:41 AM  
**To:** imran.ali@ctc.org.pk  
**Cc:** manzoorh@who.int; Amara Tahir; TAHIR, Amara  
**Subject:** Re: Re[2]: Resignation from the post of UCPO

Dear HR,

Thanks alot for your consideration also I'll try my best to meet all the SOPs as per contract, kindly tell me if any thing would be skip during this tenure so that I may safe from termination which you stated before.

Hope you will assist me in this regard.

On Tue, 9 Jul. 2019, 1:21 am , <[imran.ali@ctc.org.pk](mailto:imran.ali@ctc.org.pk)> wrote:  
Dear Sidra,

As per SOP's UCPOs on regular contracts should serve atleast one month prior notice period and resign should be submitted in written. As per my discussion with Dr.Ammara we will consider your early verbal notice also to meet the SOP's of resignation acceptance.

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Regards  
Imran Ali  
Regional Coordinator  
CTC Sindh

Tuesday, 09 July 2019, 01:13AM +05:00 from sidra jaffer [sidrajaffer5@gmail.com](mailto:sidrajaffer5@gmail.com):

Dear HR,

It was verbally discussed with my immediate supervisor PEO Dr.Amara about my resignation, although it was not confirmed but I kept in loop to my supervisor about all, moreover if you required me to proceed my resignation as notice period of 15 days so you may consider my this email as 20 days notice period from today 9-July-19.

Please let me know if I can help you during this transition.

On Mon, 8 Jul. 2019, 9:32 am MANZOOR, Humayoon, <[manzoorh@who.int](mailto:manzoorh@who.int)> wrote:  
Dear Sidra  
Will be processed accordingly.  
Regards

Sent from my iPhone

> On 07-Jul-2019, at 10:59 PM, sidra jaffer <[sidrajaffer5@gmail.com](mailto:sidrajaffer5@gmail.com)> wrote:

>

> Dear,

> Hope you doing well.

> I would like to inform you that, I am resigning from the post of UCPO, you may consider this email as a resignation from this post it has been verbally discussed with PEO (Dr. Amara) and I will not continue further from tomorrow dated 8-July-19

>

> Thank you for the opportunities for professional and personal development that you have provided me during the last 1.6 years and I also appreciate the support provided me during my tenure with the company.

>

> Thanks

> Sidra Jaffer (UCPO)

> UC: CCB-2

> Town: Saddar District: South