

Jul 16th, 2019

Mr. Naveed Ahmad Khan,
CNIC # 1120196517043,
UCPO - 18.Mushmatikhani,
Lakki Marwat - KPK.

Subject: Show Cause Letter on account of Dual Job

Dear Naveed Ahmad Khan,

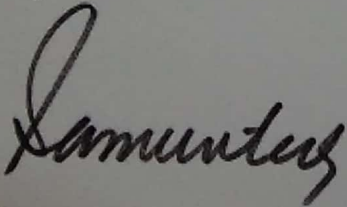
This is with reference to the complaint received dated Jul 1st, 2019 regarding your dual job in your capacity as Union Council Polio Officer (UCPO) at 18.Mushmatikhani - Lakki Marwat - Lakki Marwat.

It has been reported that you are involved in dual job. You are working as Primary School Teacher (PST) since 14th February, 2019 and concealed this fact from the concerned quarters. As per policy, holding dual job is a serious misconduct and fall under the red line area. You have violated the rules of the organisation which shows your lack of professional approach hence warrants strict disciplinary action.

Hence, the undersigned hereby issued show cause letter to you for your unacceptable behavior. You are required to reply within 48 hours from the date of receipt of this letter that why appropriate disciplinary action should not be taken against you for the above omission.

Please take note that if satisfactory response is not received within stipulated time, the management will assume that you are guilty of the said misconduct and have no plausible explanation to offer in your defense.

Regards



Saqib Ali Mumtaz
Manager Legal & Contracts

CC;
Personal File.

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