

## Nadeem Jan

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**From:** MUHAMMAD khan <arangkhan12@gmail.com>  
**Sent:** Thursday, August 15, 2019 7:13 AM  
**To:** Nadeem Jan  
**Cc:** CTC RC Email Address; hassanw@who.int; khanmum@who.int; Peo Bajour-2  
**Subject:** Re: Explanation Letter on account of unapproved absenteeism

Respectec sir .

Respected sir Asslam o Alaiikum.

Respected sir,

Sorry for late reply . Because there was network problems in our areas .

I am really sorry .I have not done it intentionally. I shall not repeat it again and will try to improve myself as well as will approve leave through leave application .

2.Reason for unapproved absentism from duty .

Respected sir,

I was on leave on 15th July ,but due to non submission of leave application I was marked as absent. Mistake was this that I had approved my leave through Text message from Peo . MyText message is as under.

(Respected sir.

My relative has died . So i cannot come for today meeting .

Regards

Muhammad khan Tcsp )

Due to which Peo called explanation from me On 17th July and i have replied timely which is forward to your good hour with this email .

Respected sir, On 15th july my relative was died and and on the said day Peo had called meeting . I had communicated with Peo on 15th July Morning 6.08 Am through SMS because by the time it was not Possible to Send leave application, his funeral prayer was on 9.00 AM and meeting was on 10 Am ,there fore i requested him through SMS to allow me.

He allowed me conditionally to send leave application. But due to certain problems I failed to send leave application.

Hopefully your good honour will accept it .And I promise that i shall not repeat it again intentionally .

Peo explanation with my reply is attached below.

Regards.

Muhammad khan TCSP

----- Forwarded message -----

From: **MUHAMMAD khan** <[arangkhan12@gmail.com](mailto:arangkhan12@gmail.com)>

Date: Wed, 17 Jul 2019 3:02 pm

Subject: Re: Explanation regarding absence in fortnightly meeting July 2019

To: Peo Bajour-2 <[peobajour2@gmail.com](mailto:peobajour2@gmail.com)>

Cc: Qayyum Shah <[acbajourmohmand@gmail.com](mailto:acbajourmohmand@gmail.com)>

Respected sir Asslam o Alaiikum.

Reply of explanation regarding my absence in meeting.

Dear sir, I am really sorry for absence in such important meeting .I am always trying to attend each and every meeting called by any officer . And i am mostly present in such meeting .

Next time I shall not repeat it again .

Reason for missing the meeting was As I had communicated with you on Monday Morning 6.08 Am through SMS because by the time it was difficult to Send leave application, (that my relative has died and cannot come for today meeting ). So really my

relative was died his funeral prayer was on 9.00 AM and i couldnot manage to reach for the said meeting after funeral prayers , that's why i requested you through SMS to allow me.

Hopefully your good honour will accept it .And I promise that i shall not repeat it again intentionally .

Regards.  
Muhammad khan TCSP

On Wed, 17 Jul 2019 10:54 am Walid Hassan, <[peobajour2@gmail.com](mailto:peobajour2@gmail.com)> wrote:

AOA dear colleague

The second fortnightly meeting was conducted on 15/7/2019 and you remained failed to ensure your presence in the meeting which shows a casual response towards your job description. You are herby directed to explain your position within 24 hours.

Regards  
PEO Bajour

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*With Much Gratitude  
From the desk of*

**Dr Walid Hassan**

Polio Eradication Officer (Bajaur )

PEI-EPI World Health Organization

[Peobajour2@gmail.com](mailto:Peobajour2@gmail.com), [Walidhassan121@gmail.com](mailto:Walidhassan121@gmail.com)

0308-9137256, 0342-2503650



On Fri, 9 Aug 2019 9:29 pm Nadeem Jan, <[nadeemjan@ctc.org.pk](mailto:nadeemjan@ctc.org.pk)> wrote:

Dear Muhammad Khan,

Please find attached file of Explanation Letter on account of unapproved absenteeism.

Regards,

Nadeem Jan

Project Officer-PTPP CTC



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