

**From:** DEMEKE, Temesgen Atsedu [mailto:[demeket@who.int](mailto:demeket@who.int)]  
**Sent:** Thursday, October 1, 2020 11:17 PM  
**To:** Sabeela Pasha <[sabeela@ctc.org.pk](mailto:sabeela@ctc.org.pk)>  
**Cc:** [naila@ctc.org.pk](mailto:naila@ctc.org.pk); BUGTI, Muhammad Anwar <[bugtim@who.int](mailto:bugtim@who.int)>; KHAN, Najeeb Ullah <[najkhan@who.int](mailto:najkhan@who.int)>; [khalid@ctc.org.pk](mailto:khalid@ctc.org.pk); HUSSAIN, Nasir <[nahussain@who.int](mailto:nahussain@who.int)>  
**Subject:** RE: [EXT] Fwd: Re: Show cause letter on account of absenteeism

Agreed with the decision

**With Kind Regards**

Temesgen A Demeke  
Team Leader Balochistan  
Polio Eradication initiative - WHO Pakistan  
Serena Bazaar, Quetta  
Email: [demeke@who.int](mailto:demeke@who.int)  
Phone: +923003400530



**From:** Sabeela Pasha <[sabeela@ctc.org.pk](mailto:sabeela@ctc.org.pk)>  
**Sent:** Friday, October 2, 2020 10:40 AM  
**To:** DEMEKE, Temesgen Atsedu <[demeket@who.int](mailto:demeket@who.int)>  
**Cc:** [naila@ctc.org.pk](mailto:naila@ctc.org.pk); BUGTI, Muhammad Anwar <[bugtim@who.int](mailto:bugtim@who.int)>; KHAN, Najeeb Ullah <[najkhan@who.int](mailto:najkhan@who.int)>; [khalid@ctc.org.pk](mailto:khalid@ctc.org.pk); HUSSAIN, Nasir <[nahussain@who.int](mailto:nahussain@who.int)>  
**Subject:** RE: [EXT] Fwd: Re: Show cause letter on account of absenteeism

Dear Sir,

With reference to below placed email regarding show cause reply of Mr. Mazhar. The staff has issued show cause on account of absenteeism.

In his reply he stated that he was just absent from his work(field)only for 2 days and he submitted his mother medical documents which is attached too.

PEO shared his remarks and stated that the said staff did not informed about his issue and absent from the field during campaign days for 3 days .however he had genuine reason and he submitted the medical docuemnts of her mother as well.

The staff has already issued 2 warning and explanations on account of the same issue(absenteeism) This time he repeated the same misconduct and negligence however the reason was genuine

It is recommended to give him one last chance and issue him final warning with 3 days salary cut on account of absenteeism during campaign days and strictly intimate him that if he repeat this type of mistake again CTC will directly terminate him employment contract.

The email is being send to you for your kind information and kind remarks.

In case if you need any further assistance regarding the same, Please let us know.

Thanks and Regards  
Sabeela Pasha  
Regional coordinator

**From:** HUSSAIN, Nasir [<mailto:nahussain@who.int>]  
**Sent:** Tuesday, September 29, 2020 12:59 AM  
**To:** [sabeela@ctc.org.pk](mailto:sabeela@ctc.org.pk)  
**Cc:** [naila@ctc.org.pk](mailto:naila@ctc.org.pk); BUGTI, Muhammad Anwar <[bugtim@who.int](mailto:bugtim@who.int)>; KHAN, Najeeb Ullah <[najkhan@who.int](mailto:najkhan@who.int)>; [khalid@ctc.org.pk](mailto:khalid@ctc.org.pk)  
**Subject:** Re: [EXT] Fwd: Re: Show cause letter on.acocunt of absenteeism

Dear Sabeela

Although Mazhar did not inform me and was absent for first three days of campaign but he had genuine issue and submitted medical documents. So it is recommended to please issue him warning letter with salary cut for 3 days.

Regards

Dr Nasir Hussain  
PEO Musakhail

On Sep 28, 2020 5:37 PM, [sabeela@ctc.org.pk](mailto:sabeela@ctc.org.pk) wrote:  
Dear Dr. Nasir,

With reference to below placed email regarding show cause reply of Mr. Mazhar. The staff has issued show cause on account of absenteeism.

in his reply he stated that he was just absent from his work(field)only for 2 days and he submitted his mother medical documents which is attached too.

Please share your comments and remarks so that further process will be taken accordingly.

Thanks and Regards  
Sabeela Pasha

----- Original Message -----

Subject: Re: Show cause letter on account of absenteeism

Date: 2020-09-25 23:53

From: engr mazhar <[engrmazhar59@gmail.com](mailto:engrmazhar59@gmail.com)>

To: Sabeela <[sabeela@ctc.org.pk](mailto:sabeela@ctc.org.pk)>

Dear Madam,

It is stated in response to the above mentioned show cause letter on account of absenteeism, that I left my duty station after my duty hours on 21st September due to sudden health issue of my mother. I wrote an emergency leave email to you and PEO Musakhel as well on the same date. This was all because i could not find any suitable substitute to handle this emergency situation, that's why i have to leave. I reached back to my duty station on 24 September and resumed my work. I was absent only for 2 days (22 and 23 September) as informed earlier in the email.

It is also requested that There must be some policy regarding Emergency Leave, because no one knows when its going to happen and the employee also cannot wait for the approval of the leave.

It was not happened before that i asked for leave or was absent in campaign days. Medical documents are attached to this email.

Syed Mazhar Shah  
UCPO KINGRI

On Fri, 25 Sep 2020, 7:19 pm , <[sabeela@ctc.org.pk](mailto:sabeela@ctc.org.pk)> wrote:

> Dear Mr.Mazhar,  
>  
> Please find in the attached file.your show cause letter .  
> Please.share your remarks with in 48 hours.  
> Kindly acknowledge as.you.receive the email.  
>  
> Thanks and Regards  
> Sabeela.Pasha