

Dear Sir,

From the start of my job I have timely completed all my task assigned and never late down any activities and shared report through effective communication whiten mentioned deadline and before campaign proper team training has been arranged with the participation of area incharge,UCPO and TCSP and all materials including tally sheet were handed over by area incharge during polio campaign, but unfortunately during polio campaign the team leader went to Peshawar on emergency base and without informing us the area incharge nominate untrained team leader which create the said problem, and same day I was busy in village karghan.

The area incharge came late and not participating in morning meeting and he arrived after the deployment of team in the field and I have shared/report this issue before with concern management.

Respected sir I apologize for the mismanagement and I ensure you that I will concentrate special focus on the concern area and will never repeat this type of complaint again in future.

Best Regards

Syed Alam

UCPO Anjani District Orakzai