

From: MURSAL, Hassan Mohamed [mailto:mursalh@who.int]
Sent: Thursday, March 28, 2019 11:57 AM
To: Sabeela <sabeela@ctc.org.pk>
Cc: MOHAMED, Gedi <mohamedge@who.int>; KASI, Arbab Niamat Ullah <kasia@who.int>; HUSSAIN, Nasir <nahussain@who.int>; KHAN, Najeeb Ullah <najkhan@who.int>; shams@ctc.org.pk; 'Naila' <naila@ctc.org.pk>
Subject: Re: explanation letter

Noted.

From: Sabeela <sabeela@ctc.org.pk>
Date: Thursday, March 28, 2019 at 11:51 AM
To: Hassan Mohamed MURSAL <mursalh@who.int>
Cc: "MOHAMED, Gedi" <mohamedge@who.int>, "KASI, Arbab Niamat Ullah" <kasia@who.int>, "HUSSAIN, Nasir" <nahussain@who.int>, "KHAN, Najeeb Ullah" <najkhan@who.int>, "shams@ctc.org.pk" <shams@ctc.org.pk>, 'Naila' <naila@ctc.org.pk>
Subject: FW: explanation letter

Dear Sir,

With reference to below placed email regarding explanation reply of UCPO Mr. Mehmood Khan (UC Durug District Musakhel) on account of 03 days absenteeism. He was called explanation dated 20th March, 2019, whereby he submitted his response dated 25th Mar, 2019. He stated in his response that he informed his PEO for 02 days leave due his respective mother's ailment and for 01 day absenteeism he did not inform his PEO, for which he apologized.

The explanation reply has been endorsed by the PEO.

It is recommended to issue him warning with one day salary cut and his 02 days absenteeism will be considered as leave and will be deducted from his accrued leave balance.

The email is being forwarded for your kind information and kind remarks (if any).

Thanks and Regards

Sabeela Pasha
Regional Coordinator
Chip Training Consultant
0340-8442588

From: HUSSAIN, Nasir [mailto:nahussain@who.int]
Sent: Wednesday, March 27, 2019 11:18 PM

To: Sabeela <sabeela@ctc.org.pk>

Cc: KASI, Arbab Niamat Ullah <kasia@who.int>; 'Naila' <naila@ctc.org.pk>; shams@ctc.org.pk;
'Izzatullah Khan' <izzatullahkhan_81@yahoo.com>; KHAN, Najeeb Ullah <najkhan@who.int>; MURSAL,
Hassan Mohamed <mursalh@who.int>; MOHAMED, Gedi <mohamedge@who.int>

Subject: RE: Show cause letter

Dear madam

UCPO Mehmood khan was absent without pre approval for only one day. While on 11th and 12th of feb his mother was suddenly ill and he informed me on phone call about his emergency so I granted him leave for two days. So his pay may be deducted for only one day. Now he is dutiful and his attendance of march 2019 will be submitted to your office soon.

Regards

Dr Nasir Hussain

PEO Musakhail

From: Sabeela <sabeela@ctc.org.pk>

Sent: Monday, March 25, 2019 9:10 AM

To: HUSSAIN, Nasir <nahussain@who.int>

Cc: KASI, Arbab Niamat Ullah <kasia@who.int>; 'Naila' <naila@ctc.org.pk>; shams@ctc.org.pk;
'Izzatullah Khan' <izzatullahkhan_81@yahoo.com>; KHAN, Najeeb Ullah <najkhan@who.int>; MURSAL,
Hassan Mohamed <mursalh@who.int>; MOHAMED, Gedi <mohamedge@who.int>

Subject: FW: Show cause letter

Dear Sir,

With reference to below placed email regarding explanation reply of UCPO Mr. Mehmood Khan on account of absenteeism. your kind comments are required on the below mentioned reply.

Thanks and Regards

Sabeela Pasha

Regional Coordinator

Chip Training Consultant

0340-8442588

From: mehmood khan [<mailto:mehmood395@gmail.com>]

Sent: Thursday, March 21, 2019 10:55 PM

To: Sabeela <sabeela@ctc.org.pk>

Subject: Re: Show cause letter

Dear miss sabeela.

I told verbally about my sudden leave on 11th and 12th Feb 2019, as my mother got suddenly ill, there was no time to give written application to my supervisor. So, I moved on telling him verbally.

Furthermore on 18th Feb I myself was not feeling good due to my family illness and moved to doctor.

It is request to you that kindly grant me a chance it will not be happened again ever.

Thanks regard.
Mehmood Ahmed Khan,
UCPO Durug, District Musakhel.

On Wed, 20 Mar 2019, 5:59 pm Sabeela, <sabeela@ctc.org.pk> wrote:

Dear Mehmood,

Please find in the attached file your explanation letter. please reply within 48 hours.

Thanks and Regards

Sabeela Pasha

Regional Coordinator

Chip Training Consultant

0340-8442588