

**From:** Ayesha Naeem [mailto:ayesha.naeem@ctc.org.pk]  
**Sent:** Wednesday, January 6, 2021 3:04 PM  
**To:** hareem@ctc.org.pk  
**Subject:** FW: [EXT] FW: Negligence on part of UCPO I-10

Please initiate in HRIS

**From:** DUBALE, Wendemagegn Kegne [mailto:dubalew@who.int]  
**Sent:** Wednesday, January 6, 2021 2:18 PM  
**To:** Ayesha Naeem  
**Cc:** AHMAD, Shakeel Muhammad Saleem; PARVEEN, Khalida; sarah@ctc.org.pk; Naila Nizam  
**Subject:** Re: [EXT] FW: Negligence on part of UCPO I-10

Dear Ayesha  
Kindly issue the explanation and final warning.  
Regards  
Wende

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**From:** Ayesha Naeem <ayesha.naeem@ctc.org.pk>  
**Sent:** Wednesday, January 6, 2021 1:08 PM  
**To:** DUBALE, Wendemagegn Kegne <dubalew@who.int>  
**Cc:** AHMAD, Shakeel Muhammad Saleem <ahmadsh@who.int>; PARVEEN, Khalida <parveenk@who.int>; sarah@ctc.org.pk <sarah@ctc.org.pk>; Naila Nizam <naila@ctc.org.pk>  
**Subject:** [EXT] FW: Negligence on part of UCPO I-10

Dear Sir,

Greetings from CTC !

With reference to the subject cited above, complaint of Area Coordinator against negligent approach of UCPO I-10 Mr. Asad Ali is shared hereby for your kind information. The said staff member didn't have micro-plan when third party visited the UC for micro-plan quality assessment. Furthermore, the micro-plan prepared by him was also lacking basic information which resulted in marking UC I-10 as failed for MPQA. He also failed to report absenteeism on UCPO on 5<sup>th</sup> Jan, 2020.

Previously he has been issued warning on his non-serious and casual approach on 26<sup>th</sup> Aug, 2019. As per SOPs, issuance of explanation followed by final warning in case of unsatisfactory response is recommended.

You are requested to share your kind approval and feedback, if any.

Best Regards,  
Ayesha Naeem  
Project Coordinator – PTPP Project

CHIP Training & Consulting (Pvt) Ltd.  
Plot 1, Street 9, G-8/2, Islamabad, Pakistan.  
Cell: 0346-1019451

Dear Ayesha

There is no justification acceptable from UCPO for not having his updated UC microplan available on him all the time. UCPO should not be dependent on UCMO for anything related to microplan.

Secondly, UCPOs do not do "case investigation". This should be very clear to everyone. They only assist for stool sampling in nearby areas.

Third, UCPO is not expected to take UCMO's attendance or hold him accountable, UCPO is only expected to report the things going on in his UC.

The assessment results for UC I-10 show 81% score for desk review and 78% for field validation which is not too bad but should be 95% for a UC where UCPO is available.

Written warning is recommended for Asad Ali so that such things are not repeated in future.

Regards

Dr Nida Ali  
Area Coordinator  
WHO - Islamabad

On Mon, Jan 11, 2021 at 10:13 AM Ayesha Naeem <[ayesha.naeem@ctc.org.pk](mailto:ayesha.naeem@ctc.org.pk)> wrote:

Dear Ms. Sumaira & Dr. Nida,

Your remarks are requested on below response of UCPO I-10 Mr. Asad to the explanation letter issued to him on account of neglect of duty.

Best Regards,

Ayesha Naeem

Project Coordinator - PTPP Project

CHIP Training & Consulting (Pvt) Ltd.

Plot 1, Street 9, G-8/2, Islamabad, Pakistan.

Cell: 0346-1019451

**From:** asad ali [mailto:[asadal1i2015@gmail.com](mailto:asadal1i2015@gmail.com)]  
**Sent:** Friday, January 8, 2021 6:44 PM  
**To:** Hareem Naz; AmnaAmjad; Dr Tahawur  
**Subject:** Reply on explanation letter

Respected madam.

With due respect I hereby want to reply the explanation letter received from you on 7 January on account of negligence of duties on 5 January when 3rd party visited my UC for microplan quality assessment.

Madam I want to say that on 5 January I was not informed about the above mentioned activity. I was performing case investigation and sampling activities out of my assigned UC in I-9 on instructions of our AC Dr Nida. At 10:00 my UCMO suddenly call me and said that he cannot come for the activity because of bad weather and orders me to facilitate 3rd party independently. At that time I didn't have the microplan because my UCMO take original copy of microplan for photo copy and I was at special duty out of my UC. So I was unable to present real copy of microplan which was presented next day for desk and filed validation and there was nothing lacking in that Microplans.

Madam your second allegation is about to not informing absenteeism of UCMO in that day In this regard I want to say that this is not in my jurisdiction and I as UCPO cannot bound, take or report daily attendance. UCMO is a government accountable person and I cannot bound him for any activity.

Lastly I want to say that I am working as a UCPO from more than 6 years with sincerity and dedication. My microplan always get good scores and never fails. So I request you to not take any serious action against me and I assure you that I will work vigilantly and never disappoint you.

Thank you.

Asad Ali

UCPO I-10

CDA Islamabad.

On Thu, Jan 7, 2021, 8:13 PM asad ali <[asadali2015@gmail.com](mailto:asadali2015@gmail.com)> wrote:

Acknowledged.

On Thu, Jan 7, 2021, 5:13 PM Hareem Naz <[hareem@ctc.org.pk](mailto:hareem@ctc.org.pk)> wrote:

Dear Mr. Asad Malik,

Please find the attached your Explanation letter on account of Neglect of Duty and share your explanation within 48 hours.

Acknowledge this email when you receive

Regards,

Hareem Naz

Project Officer

CHIP Training & Consulting (Pvt) Ltd.

Plot 1, Street 9, G-8/2, Islamabad, Pakistan.

Cell:[0346-8505598](tel:0346-8505598)



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