

From: DEMEKE, Temesgen Atsedu [mailto:demeket@who.int]
Sent: Wednesday, January 20, 2021 1:24 PM
To: Sabeela Pasha <sabeela@ctc.org.pk>
Cc: KASI, Arbab Niamat Ullah <kasia@who.int>; 'Ayesha Naeem' <ayesha.naeem@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; 'najeeb tareen' <najeeb.tareen66@gmail.com>; khalid@ctc.org.pk; ukkp89@gmail.com; Zarkoon, Safdar Khan <zarkoons@who.int>
Subject: RE: [EXT] RE: Explanation letter

Dear Sabeela,

Agreed, kindly follow the SOPs.

But, sometimes hard working / committed field workers may occasionally make mistakes and we have to make sure that their morale is not negatively affected by the measures we are taking. We urge first and second line supervisors to consider this and advise HR management on appropriate actions. This is very important. Usually, we are more focused on punishment than reward.

Immunization officers and area coordinators need to follow up all issues closely.

Thanks

With Kind Regards

Temesgen A Demeke

Team Leader Balochistan

Polio Eradication initiative - WHO Pakistan

Serena Bazaar, Quetta

Email: demeke@who.int

Phone: +923003400530



From: Sabeela Pasha <sabeela@ctc.org.pk>
Sent: Wednesday, January 20, 2021 12:12 PM
To: DEMEKE, Temesgen Atsedu <demeket@who.int>
Cc: KASI, Arbab Niamat Ullah <kasia@who.int>; 'Ayesha Naeem' <ayesha.naeem@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; 'najeeb tareen' <najeeb.tareen66@gmail.com>; khalid@ctc.org.pk; ukkp89@gmail.com; Zarkoon, Safdar Khan <zarkoons@who.int>
Subject: RE: [EXT] RE: Explanation letter

Dear Sir,

With reference to below placed email regarding Explanation letter reply of Mr. Asghar.

The staff has issued explanation letter on account of failing to meet deadline for data submission.

The staff stated in his reply that on the mentioned date due to making copy of original MP he got late to submit it on time. Due to this reason data was not submitted on time. He admitted his mistake and negligence and apologized on that. IO and AC also shared his remarks.

As per SOPs if staff admitted his mistake he is liable for a warning to warn him not to repeat this type of negligence again. so it is recommended to issue him warning on account of failing to meet deadline for data submission and intimate him not to repeat this type of mistake again.

The email is being send to you for your kind information and kind remarks(if any)

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

Thanks and Regards
Sabeela Pasha
Regional coordinator(Balochistan)

From: Zarkoon, Safdar Khan [<mailto:zarkoons@who.int>]
Sent: Wednesday, January 20, 2021 12:06 PM
To: Sabeela Pasha <sabeela@ctc.org.pk>
Cc: KASI, Arbab Niamat Ullah <kasia@who.int>; 'Ayesha Naeem' <ayesha.naeem@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; 'najeeb tareen' <najeeb.tareen66@gmail.com>; khalid@ctc.org.pk; ukkp89@gmail.com
Subject: Re: [EXT] RE: Explanation letter

Agreed with the first line supervisor.

Dear Dr Najeeb,

Please ensure that he complies with the timelines in the future.

Regards
Dr Safdar

On 20 Jan 2021 11:12, Sabeela Pasha <sabeela@ctc.org.pk> wrote:
Dear Dr. Safdar ,

With reference to below placed email regarding Explanation letter reply of Mr. Asghar

The staff has issued explanation letter on account of failing to meet deadline for data submission.

The staff stated in his reply that on the mentioned date due to making copy of original MP he got late to submit it on time. Due to this reason data was not submitted on time. He admitted his mistake and apologized on that. PEO also shared his remarks as well.

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

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

Thanks and Regards
Sabeela Pasha
Regional coordinator(Balochistan)

From: najeeb tareen [<mailto:najeeb.tareen66@gmail.com>]
Sent: Tuesday, January 19, 2021 8:50 PM
To: Sabeela Pasha <sabeela@ctc.org.pk>
Cc: KASI, Arbab Niamat Ullah <kasia@who.int>; Ayesha Naeem <ayesha.naeem@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>
Subject: Re: Explanation letter

Dear madam Sabeela Pasha,
As the UCPO Mr. Asghar khan has accepted the mistake and apologized for it as well. So the apology may be accepted.

Thanks and regards

On Tue, Jan 19, 2021 at 5:18 AM Sabeela Pasha <sabeela@ctc.org.pk> wrote:

Dear Dr .Najeeb,

With reference to below placed email regarding Explanation letter reply of Mr. Masood. The staff has issued explanation letter on account of failing to meet deadline for data submission.

The staff stated in his reply that on the mentioned date due to making copy of original MP he got late to submit it on time. Due to this reason data was not submitted on time. He admitted his mistake and apologized on that. Please share your remarks so that further process will be taken accordingly.

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

Thanks and Regards
Sabeela Pasha
Regional coordinator(Balochistan)

From: Asghar Khan [mailto:asghartareen22@gmail.com]

Sent: Monday, January 18, 2021 4:23 PM

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

Subject: Re: Explanation letter

Dear Mam,

Replying on given explanation of being late submission of Micriplan to DEOC. I humbly apologise on late submission of MP , actually on 31th of December , I was in Pishin city for submission of MP , I had only original copy MP so I wanted to make more copies of MP for other staff so than I was late one hour at same time I called TDOO as well for telling the situation.

Regards

Asghar khan

UCPO Malikyar 2

Sent from my Huawei