

Dear Ayesha,

Please go ahead as per CTC SOPs.

Thank you and regards,

On 21 Jan 2021 23:44, Ayesha Naeem <[ayesha.naeem@ctc.org.pk](mailto:ayesha.naeem@ctc.org.pk)> wrote:

Dear Ms. Rusul,

Greetings from CTC !

With reference to subject cited above, the below mentioned staff members were absent without any intimation to supervisor or CTC. Your kind approval is requested for issuance of explanation in order to record their statements.

S.No.	Province	UC	Designation	Name	CNIC #	Absenteeism Dates
1	Muzaffargarh	Khan Garh Doma	UCPO	Altaf Hussain	3230129503401	01-01-2021
2	Muzaffargarh	Ahmad Mohana	UCPO	Aurangzeb	3230484774068	01-01-2021
3	Muzaffargarh	Bait Qaim Wala	UCPO	Attiq Ur Rehman	3230309478683	01-01-2021 and 05-01-2021

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:** Tanveer Raza [mailto:[tanveerraza86@gmail.com](mailto:tanveerraza86@gmail.com)]  
**Sent:** Tuesday, January 19, 2021 7:00 PM  
**To:** Hareem Naz; Dr Shahid PEO  
**Subject:** Re: UCPOs' Attendance Muzaffargarh January 2021

Respected Madam

It is confirmed that 3 mentioned UCPOs were absent from duty on mentioned dates.

Thanks

Tanvir Raza UCPO

On Tue, Jan 19, 2021, 6:02 PM Hareem Naz <[hareem@ctc.org.pk](mailto:hareem@ctc.org.pk)> wrote:  
Respected Dr. shahid,

Reference to attached attendance sheet:

- 1 - Kindly Share attendance of your staff of dtd: 06-01-2021 as it is not mentioned in your file.
- 2 – Verify absenteeism of below mentioned UCPOS:

KHAN GARH DOMA	UCPO	Dr. Yasir Nawaz	Altaf Hussain Mr	Male	3230129503401	Absent on dtd: 01-01-2021
AHMAD MOHANA	UCPO	Dr. Yasir Nawaz	Aurangzeb Mr	Male	3230484774068	Absent on dtd: 01-01-2021
BAIT QAIM WALA	UCPO	Dr. Yasir Nawaz	Attiq Ur Rehman Mr	Male	3230309478683	Absent on dtd: 01-01-2021 05-01-2021

So we can take disciplinary action against them.

**From:** Tanveer Raza [mailto:[tanveerraza86@gmail.com](mailto:tanveerraza86@gmail.com)]  
**Sent:** Friday, January 15, 2021 5:12 PM  
**To:** [hareem@ctc.org.pk](mailto:hareem@ctc.org.pk); Dr Shahid PEO  
**Subject:** UCPOs' Attendance Muzaffargarh January 2021

Respected Sir/Madam  
Please find enclosed attached

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**Tanveer Raza**  
**UCPO, UC Ganga**  
**Tehsil & Dist. Muzaffar Garh**  
**0301-7407600**



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