Dear Saqib Sb

              Explanations are not satisfectory ,so issued her first warning letter.

Regards

Dr Mohsin

On 25 Oct 2019 9:01 am, Saqib Atta <[saqib@ctc.org.pk](mailto:saqib@ctc.org.pk)> wrote:

Dear Sir,

Please comments on UCPO Abida Afzal Response to explanation letter.

Regards,

Saqib Atta

Regional Co-ordinator

CHIP Training & Consulting (Pvt) Ltd.

Cell: 0345-5009369

[www.ctc.org.pk](http://www.ctc.org.pk/)

**From:** Abida Afzal [mailto:abidaafzal33@gmail.com]   
**Sent:** Thursday, October 24, 2019 9:41 PM  
**To:** saqib@ctc.org.pk  
**Subject:** Re: Re[2]: performance appraisal module

Respected sir

 I also want to explain that I did not leave the nishter town without intimation I informed to Mr Nadeem before living at 5.30pm who was leading us from 1st day as focol person in nishter town now next i will inform focol person also PEO .And other issue about my reporting and this issue creat off and on not always .and thats issues creat then whenever format or internet creat issue but next time i will try my best to do myself  good and

punctual .

Please accept my explanation and i will b thankful to you.

Your faithfully

Abida Nazir

UCPO(uc98)

On Thu, 24 Oct 2019, 5:16 pm , <[saqib@ctc.org.pk](mailto:saqib@ctc.org.pk)> wrote:

Please reply on same email..

--  
Sent from myMail for Android

Thursday, 24 October 2019, 05:12PM +05:00 from Abida Afzal [abidaafzal33@gmail.com](mailto:abidaafzal33@gmail.com):

Respected sir I racive my explanation letter  from your good office .

Sir I am very Embarrassed  about it and i will my job better and next time i will not let anyone for complain .I think this is last warning for me.So i will not give any opportunity to complain anyone .

Pleas accept my apology in form of reply letter .

    I am very thankful to you.

Yours faithfully

Abida Nazir

UCPO(uc 98)

On Fri, 18 Oct 2019, 11:13 am Saqib Atta, <[saqib@ctc.org.pk](mailto:saqib@ctc.org.pk)> wrote:

Dear UCPOs,

Greetings from CTC!

This is refer to the upcoming performance appraisal activity for all the UCPOs positions.

For the said activity, CTC has developed an online application form and login IDs have been created for all PEOs, ACs and PTPP staff (UCPOs and TCSPs).

User Id for all supervisors and staff is their personal CNIC number and password is “12345” by default which can be change after Login. For access to online application form please click on below link and attached steps to be followed to complete the task.

<http://www.appraisals.ctcorg.com>

You are requested to duly fill the forms (PEO Section) by 19th  OCT 2019. so that further process of evaluation will be performed timely. the timeline of UCPO form submission is 21st Oct and for AC is 23th Oct 2019.

The performance appraisal conducting process is well explain in attached document and for further help/assistance kindly feel free to contact the undersigned.

Your kind cooperation and support will be appreciated.

Please feel free to contact me for any further query.

Regards,

Saqib Atta

Regional Co-ordinator

CHIP Training & Consulting (Pvt) Ltd.

Cell: 0345-5009369

[www.ctc.org.pk](http://www.ctc.org.pk/)