Dear Mr. Saqib,

After discussion with worthy Dr. Mohsin (Area Coordinator, Lahore) you are hereby requested to please go ahead with warning letter to Mr. Mohammad Safwan Ul Haq.

**Best Regards,**  
  
  
**Muhammad Alam.**  
Program / Data Assistant - Lahore Division,  
World Health Organization,  
Lahore.  
Cellular # (+92)300-499-6867  
Cellular # (+92)334-973-4756

**From:** Saqib Atta <saqib@ctc.org.pk>  
**Sent:** Friday, October 25, 2019 8:59 AM  
**To:** ALVI, Mohsin Rafique <alvim@who.int>  
**Cc:** ALAM, Muhammad <malam@who.int>  
**Subject:** RE: Explanation letter of UCPO Mohammad Safwan Ul Haq

Dear Sir,

Kindly comments on UCPO Safwan 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:** Mohammad Safwan [mailto:ms.kamboh@hotmail.com]   
**Sent:** Thursday, October 24, 2019 9:27 PM  
**To:** Saqib Atta  
**Cc:** ALVI, Mohsin Rafique; ALAM, Muhammad  
**Subject:** Re: Explanation letter of UCPO Mohammad Safwan Ul Haq

Respected Sir,

I would like to put this email as explanation to your kind notice that,

1- Whenever I was late for meeting I have informed Focal Person about my late comings.

2- When Tally sheet analysis was assigned to me, Sir Dr. Nasir (PEO) asked me to go with him to AFP Surveillance to Sharif Medical City Raiwind, and Thursday at Jinnah hospital.  That’s why you may observed my participation, interest level and support for the program was not at job your expectation.

3- I had an emergency 30th September 2019. I have informed Respected Sir Dr Nasir sb (PEO) about my emergency and short leave on text message. But I had received call from family they were in some serious problem and I had to reach there. That’s why I was in some mental pressure and could not do any office work.

I humbly apologize for my unapproved leave and make sure this won’t happen again.

Please accept this as my apology and explanation for the notice.

Regards,

Safwan

**From:** Saqib Atta <saqib@ctc.org.pk>  
**Sent:** Thursday, October 24, 2019 3:19 PM  
**To:** ms.kamboh@hotmail.com <ms.kamboh@hotmail.com>  
**Subject:** FW: Explanation letter of UCPO Mohammad Safwan Ul Haq

Resending

**From:** Saqib Atta [mailto:saqib@ctc.org.pk]   
**Sent:** Friday, October 18, 2019 5:13 PM  
**To:** ms.kamboh@hotmail.com  
**Cc:** 'alvim@who.int'; farooqz@who.int; malam@who.int; naila@ctc.org.pk  
**Subject:** Explanation letter of UCPO Mohammad Safwan Ul Haq

Dear Mohammad Safwan-ul-Haq,

Please find attached explanation letter, read it carefully and response accordingly.

Regards,

Saqib Atta

Regional Co-ordinator

CHIP Training & Consulting (Pvt) Ltd.

Cell: 0345-5009369

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