

## Shahid Ali

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**From:** ABBAS, Waseem <wabbas@who.int>  
**Sent:** Tuesday, December 3, 2019 8:11 AM  
**To:** Shahid Ali  
**Cc:** MOHAMED, Gedi; KAMRAN, Waheed; MAZVIDZA, Simbarashe; KHAN, Faizan  
**Subject:** RE: Absenteeism of UCPO Muhammad Qisran

Dear Shahid,

Please proceed as per agreed SOP.

Thank you

Waseem Abbas

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**From:** MOHAMED, Gedi  
**Sent:** Tuesday, December 03, 2019 1:53 AM  
**To:** ABBAS, Waseem <wabbas@who.int>  
**Cc:** KAMRAN, Waheed <kamranw@who.int>; MAZVIDZA, Simbarashe <mazvidzas@who.int>; KHAN, Faizan <khanfai@who.int>  
**Subject:** Re: Absenteeism of UCPO Muhammad Qisran

Kindly proceed as per CTC SOPs.

Regards,

Gedi

Sent from my iPhone

On 2 Dec 2019, at 12:26, ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)> wrote:

Dear Sir,

Mr. Muhammad Qisran has produced fake documents to avail sick leaves where in actual he was engaged in personal work at Karachi. CTC has recommended him for **termination** based on gross misconduct as per their SOP.

Your approval is requested

Thank you

Waseem Abbas

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**From:** Shahid Ali [<mailto:shahidali@ctc.org.pk>]  
**Sent:** Tuesday, November 19, 2019 5:57 PM  
**To:** KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Cc:** MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)>; MAZVIDZA, Simbarashe <[mazvidzas@who.int](mailto:mazvidzas@who.int)>; KAMRAN, Waheed <[kamranw@who.int](mailto:kamranw@who.int)>; ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>; 'Naila Nizam'

<[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>; 'Nadeem Jan' <[nadeemjan@ctc.org.pk](mailto:nadeemjan@ctc.org.pk)>

**Subject:** RE: Absenteeism of UCPO Muhammad Qisran

Dear Faizan,

Greetings!

This is refer to below email.

After taking feedback of PEO and Area Coordinator and detail discussion with Legal department regarding misconduct of Muhammad Qisran, it is recommended to terminate his contract with 21 days salary deduction.

Kindly share your comments/feedback if any, so we can proceed further.

Thanks & Regards,

Shahid Ali

Regional Coordinator KP & KPTD-PTPP

Chip Training & Consulting (Pvt) Ltd.

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**From:** Shahid Ali [<mailto:shahidali@ctc.org.pk>]

**Sent:** Wednesday, November 6, 2019 5:17 PM

**To:** 'KHAN, Faizan' <[khanfai@who.int](mailto:khanfai@who.int)>

**Cc:** 'MOHAMED, Gedi' <[mohamedge@who.int](mailto:mohamedge@who.int)>; 'MAZVIDZA, Simbarashe' <[mazvidzas@who.int](mailto:mazvidzas@who.int)>;

'KAMRAN, Waheed' <[kamranw@who.int](mailto:kamranw@who.int)>; 'ABBAS, Waseem' <[wabbas@who.int](mailto:wabbas@who.int)>; 'Naila Nizam'

<[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>; 'Nadeem Jan' <[nadeemjan@ctc.org.pk](mailto:nadeemjan@ctc.org.pk)>

**Subject:** RE: Absenteeism of UCPO Muhammad Qisran

Dear Faizan/Waseem,

Greetings!

This is refer to below email.

UCPO Mr. Muhammad Qisran was on leave from 11<sup>th</sup> September to 30<sup>th</sup> September 2019 without prior approval of CTC and endorsement of Team lead as per SOPs. He was issued explanation letter to explain his stance and in response to the explanation letter, he mentioned the following points (**Response attached as Annex-A**):

- He had taken an appointment for his mother with Dr LT Col. Jahanzaib Ur Rehman in AFBMTC Karachi dated 14 September 2019.
- He submitted leave application to his supervisor Dr Sarmad Mansoor on 9<sup>th</sup> September 2019 and on the same day he departed to Karachi with his mother.
- After medical examination of his mother Dr Jahanzeb Ur Rehman advise him to admit her in hospital.
- On 30<sup>th</sup> September 2019, he resumed his duty.
- He also submitted medical documents of her mother (**Attached as Annex-B**).

His response to the explanation letter is unsatisfactory. CTC team invited him on 6<sup>th</sup> November 2019 to CTC office for probe the matter. During the inquiry he admitted that he was in Karachi

due to some other personal work and the documents of AFBMTC are fake. He also submitted apology note (**attached as Annex-C**).

He has been charged for two misconduct, Violation of leave policy and misleading statement with his supervisor and CTC. As per SOPs both acts are fall under misconduct and in such cases company has right to dismiss an employee contract or punish an employee. He admitted his both acts and omissions that's why he is recommended for final warning with 21 days salary cut.

Kindly share your feedback regarding the same if any.

Thanks & Regards,  
Shahid Ali  
Regional Coordinator KP & KPTD-PTPP  
Chip Training & Consulting (Pvt) Ltd.

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**From:** Shahid Ali [<mailto:shahidali@ctc.org.pk>]  
**Sent:** Friday, October 25, 2019 12:37 PM  
**To:** 'KHAN, Faizan' <[khanfai@who.int](mailto:khanfai@who.int)>  
**Cc:** 'MOHAMED, Gedi' <[mohamedge@who.int](mailto:mohamedge@who.int)>; 'MAZVIDZA, Simbarashe' <[mazvidzas@who.int](mailto:mazvidzas@who.int)>; 'KAMRAN, Waheed' <[kamranw@who.int](mailto:kamranw@who.int)>; 'ABBAS, Waseem' <[wabbas@who.int](mailto:wabbas@who.int)>; 'Naila Nizam' <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>; 'Nadeem Jan' <[nadeemjan@ctc.org.pk](mailto:nadeemjan@ctc.org.pk)>  
**Subject:** RE: Absenteeism of UCPO Muhammad Qisran

Dear Fazian,

With reference to below email, please be informed that Mr. Muhammad Qisran has violated leave policy. He has availed 20 days leaves without approval of provincial Team Lead and CTC. He is recommended for explanation followed by warning and his leaves will be consider unpaid if response is unsatisfactory.

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

Thanks & Regards,  
Shahid Ali  
Regional Coordinator KP & KPTD-PTPP  
Chip Training & Consulting (Pvt) Ltd.

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**From:** REHMAN, Afzal [<mailto:rehmana@who.int>]  
**Sent:** Monday, September 30, 2019 4:35 PM  
**To:** MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)>  
**Cc:** MAZVIDZA, Simbarashe <[mazvidzas@who.int](mailto:mazvidzas@who.int)>; ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>; MANSOOR, Sarmad <[mansoorsa@who.int](mailto:mansoorsa@who.int)>; [shahidali@ctc.org.pk](mailto:shahidali@ctc.org.pk); KAMRAN, Waheed <[kamranw@who.int](mailto:kamranw@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>; KAZI, Anis <[akazi@who.int](mailto:akazi@who.int)>  
**Subject:** Re: Absenteeism of UCPO Muhammad Qisran

Respected Sir,  
As per collected information I have the following finding.

1. PEO karak do not have any evidence that UCPO applied for leave on dated 8/9/2019 and he may get informed from CTC about his absentee. His leave status not share with my by PEO concern.
  2. UCPO also failed to show that he applied on date mentioned to PEO karak.
  3. PEO violated protocols by giving 20 days leave without any prior intimation/Approval from divisional office or CTC.
  4. UCPO left UC without knowing that his application status.
  5. UCPO stated and give written statement that he do not have passport so he was in Karachi with his ill mother. He never travel to Dubai or outside country. He was present till 8/9/2019 in assigned UC Bahadur Khel as per UPEC and other staff statement.
- I recommend action against PEO and UCPO by violating CTC roles of leave.  
PEO did not knowing about his status till 19/9/2019 and informed by CTC.  
I will submit details of hospital documents of his mother when received. (Directed to submit till tonight as she is still there in Karachi)

Sent from my iPhone

On 27-Sep-2019, at 6:49 PM, MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)> wrote:

Thanks Dr Afzal. I don't understand why in the last 10 days you didn't not give any update about this serious issue? Please note that you have overall responsibility of all staff under your supervision and you will be taken responsible for unreported absenteeism of the staff.

What inquiry do you need? Are you trying to skip the responsibility of supervision of your staff? Let me reiterate again that the report of this issue is expected from you.

That said, kindly furnish us with the status of your follow up by COB Monday 30th September.

Regards,

Gedi

Sent from my iPhone

On 27 Sep 2019, at 12:51, REHMAN, Afzal <[rehmana@who.int](mailto:rehmana@who.int)> wrote:

Respected Sir,

I hope my email find you in the best of health.  
I have the honour to update you about the situation raised by CTC about Qaisran UCPO UC Bahadur Khel District Karak absentees from field. This issue was communicated by Mr. Shahid CTC on dated 24/9/2019 via phone call and WhatsApp pictures to me and he also mailed about the matter. I tried to enquire it yesterday as having visit to District Karak along with Dr Wondu, but due time

constraint I unable as having meeting with DPCR members, ADC and commissioner kohat division.

As the matter is of serious concerns and violations of protocols and contradictory statements from CTC and PEO concern, therefor I request for the conduction of enquiry from all concern about his absenteeism period, current status and his presence during 4-7 September 2019 in UC assigned, I will submit my report with all facts and findings.

Sent from my iPhone

On 27-Sep-2019, at 11:23 AM, MOHAMED, Gedi  
<[mohamedge@who.int](mailto:mohamedge@who.int)> wrote:

Dear Dr. Afzal,

Can you update me urgently about this case, with answer to the concerns raised.

Regards,

Gedi

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**From:** KHAN, Faizan  
**Sent:** Friday, September 27, 2019 9:43 AM  
**To:** MOHAMED, Gedi  
**Cc:** MAZVIDZA, Simbarashe; ABBAS, Waseem; MANSOOR, Sarmad; [shahidali@ctc.org.pk](mailto:shahidali@ctc.org.pk); REHMAN, Afzal; KAMRAN, Waheed  
**Subject:** FW: Absenteeism of UCPO Muhammad Qisran

Dear Sir

According to CTC UCPO Muhammad Qisran (UC Bahadarkhel , Karak) went to dubai on 4<sup>th</sup> September 2019, to confirm his status CTC send an email to Dr Sarmad Mansoor (PEO Karak) on 19<sup>th</sup> September 2019. In response to the email PEO Karak provided his leave application from 11<sup>th</sup> Sept to 30<sup>th</sup> Sept (Attached). this leave application was not shared with AC and CTC before the confirmation email. According to CTC his official number which he shared with CTC is not responding but activity reports are shared from his number (Screen Shots Attached).

Regards  
Faizan Khan

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**From:** Shahid Ali [<mailto:shahidali@ctc.org.pk>]  
**Sent:** Tuesday, 24 September 2019 6:07 PM

**To:** 'Peo Karak' <[peokarak@gmail.com](mailto:peokarak@gmail.com)>  
**Cc:** KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>; ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>; REHMAN, Afzal <[rehmana@who.int](mailto:rehmana@who.int)>; 'Nadeem Jan' <[nadeemjan@ctc.org.pk](mailto:nadeemjan@ctc.org.pk)>  
**Subject:** RE: Absenteeism of UCPO Muhammad Qisran

Dear Dr. Sarmad Mansoor,

Greetings!

Please be informed that as per leave policy an employee can take leaves up to 7 days on account of immediate family sickness. He has requested for 20 days which is deviation from SOPs. His 13 days leaves will be consider unpaid while 7 days leaves will be adjusted against accrued leave balance.

Kindly request him to provide hospital documents as an evidence for further process and kindly endorse his leaves from Area Coordinator as well.

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

Thanks & Regards,  
Shahid Ali  
Regional Coordinator KP & KPTD-PTPP  
Chip Training & Consulting (Pvt) Ltd.

**From:** Peo Karak [<mailto:peokarak@gmail.com>]  
**Sent:** Friday, September 20, 2019 10:13 AM  
**To:** Shahid Ali <[shahidali@ctc.org.pk](mailto:shahidali@ctc.org.pk)>  
**Cc:** KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>; ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>  
**Subject:** Re: Absenteeism of UCPO Muhammad Qisran

**Dear Sir,**  
Mr. Muhammad Qaisran UCPO of Bahader khel has submitted his application for leave (attached herewith) and approved by me as his matter was genuine and being the only male member of his family he was having the right. So, kindly, according to your organizational SOPs, adjustment of his Paid and Un-Paid leaves is needed.

**(Weekly attendance sheet and Application is attached herewith).**

**Thanks & Regards.**

**Dr. Sarmad Mansoor**  
**Polio Eradication Officer**  
**District Karak**  
**Mob. No. 0332-9344985.**

Attachments area

On Thu, Sep 19, 2019 at 6:03 PM Shahid Ali  
<[shahidali@ctc.org.pk](mailto:shahidali@ctc.org.pk)> wrote:

Dear Dr. Sarmad Mansoor,

Greetings!

Please be informed that we have to know from a reliable resource that UCPO Muhammad Qisran has went to Dubai on 4<sup>th</sup> September 2019 and TTM is conducting activities and reporting during his absence.

As per the attendance we have received on 13<sup>th</sup> September 2019, he has been marked as present. Can you please confirm his status of absenteeism.

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

Thanks & Regards,

Shahid Ali

Regional Coordinator KP & KPTD-PTPP

Chip Training & Consulting (Pvt) Ltd.