

From: DEMEKE, Temesgen Atsedu [mailto:demeket@who.int]
Sent: Monday, November 11, 2019 2:35 PM
To: Sabeela <sabeela@ctc.org.pk>
Cc: 'Naila Nizam' <naila@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; KHAN, Najeeb Ullah <najkhan@who.int>; KASI, Arbab Niamat Ullah <kasia@who.int>; HUSSAIN, Nasir <nahussain@who.int>
Subject: Re: FW: apology letter

Thank you Dabeela. I agree with ACs and CTC's decision
Temesgen

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Sabeela <sabeela@ctc.org.pk>
Date: 11/11/19 12:32 PM (GMT+05:00)
To: "DEMEKE, Temesgen Atsedu" <demeket@who.int>
Cc: 'Naila Nizam' <naila@ctc.org.pk>, "BUGTI, Muhammad Anwar" <bugtim@who.int>, "KHAN, Najeeb Ullah" <najkhan@who.int>, "KASI, Arbab Niamat Ullah" <kasia@who.int>, "HUSSAIN, Nasir" <nahussain@who.int>
Subject: FW: FW: apology letter

Dear Sir,

With reference to below placed email regarding apology email of UCPO Mr. Mazhar the said staff 1 day absenteeism (25th Oct 2019) was reported by PEO in the attached attendance sheet.

The said staff accepted his mistake that he was remained absent on 25th October 2019 due to and he did not inform his supervisor /CTC about his absences. He apologized and promise not to repeat this type of negligence again.

The UCPO stance and PEO Dr. Nasir hussain and AC coordinator remarks are also mentioned below. PEO also requested to accept his apology and AC suggested to deal the case as per SOP.

as per the SOP it is recommended to issue him warning with 1 day salary cut on account of uninformed absenteeism and his performance and attendance will be keenly observe if he repeat this type of act again strict disciplinary action will be taken against him(show cause lead to termination).

If you need any further information regarding the same, please let us know.

Regards,
Sabeela Pasha
Regional Coordinator - PTPP
CHIP Training & Consulting (Pvt) Ltd.
0340-8442588

From: Najeeb Ullah khan [<mailto:najeebmarwat11@gmail.com>]
Sent: Monday, November 11, 2019 11:47 AM
To: Sabeela <sabeela@ctc.org.pk>
Subject: Re: FW: apology letter

Dear Sabeela,
Please go ahead as per SOPs of organisation.
Regards.
Dr.Najeeb

On Mon, 11 Nov 2019, 11:42 Sabeela, <sabeela@ctc.org.pk> wrote:

If you need any further information regarding the same, please let us know.

Regards,
Sabeela Pasha
Regional Coordinator - PTPP
CHIP Training & Consulting (Pvt) Ltd.
0340-8442588

From: Sabeela [<mailto:sabeela@ctc.org.pk>]
Sent: Friday, November 8, 2019 2:34 PM
To: 'HUSSAIN, Nasir' <nahussain@who.int>; 'KHAN, Najeeb Ullah' <najkhan@who.int>
Cc: 'Naila Nizam' <naila@ctc.org.pk>; 'BUGTI, Muhammad Anwar' <bugtim@who.int>; 'KASI, Arbab Niamat Ullah' <kasia@who.int>
Subject: RE: apology letter

Dear Sir,

With reference to below placed email regarding apology email of UCPO Mr. Mazhar. the said staff accepted his mistake that he was remained absent for one day due to his exam and he couldn't be able to come back on time. he apologized and promise not to repeat this type of negligence again.

PEO Dr. Nasir hussain remarks are also mentioned below he accepted his apology.

As per SOP the staff will be issue warning will one day salary cut on account on un approved absenteeism.

Your kind remarks are required so that further action will be taken accordingly.

If you need any further information regarding the same, please let us know.

Regards,
Sabeela Pasha
Regional Coordinator - PTPP
CHIP Training & Consulting (Pvt) Ltd.
0340-8442588

From: HUSSAIN, Nasir [<mailto:nahussain@who.int>]
Sent: Friday, November 8, 2019 12:03 PM
To: sabeela@ctc.org.pk
Cc: KHAN, Najeeb Ullah <najkhan@who.int>
Subject: Fwd:

Dear Sabeela
Please accept the apology of UCPO Mazhar Shah as he is absent for only 1 day.

Regards
Dr Nasir Hussain
PEO Musakhel
----- Forwarded message -----
From: engr mazhar <engrmazhar59@gmail.com>
Date: Nov 8, 2019 11:32 AM
Subject:

To: "HUSSAIN, Nasir" <nahussain@who.int>

Cc: sabeela@ctc.org.pk

Dear PEO,

It is stated that I have been on approved leave for 2 days, for 23-24 OCT. Unfortunately i was unable to reach duty station on 25 OCT due to conveyance problem. I will do my best not to repeat the same thing. Kindly accept my apology in this matter. Thanks

Syed Mazhar Shah

UCPO Kingri, Distrct Musakhel

Cnic # 5640119076889