### **Majid Amin**

From: Ayesha Naeem <ayesha.naeem@ctc.org.pk>

**Sent:** Tuesday, May 18, 2021 3:27 PM

**To:** majid.amin@ctc.org.pk

Subject: FW: [EXT] FW: Mr.Muhammad Moazzam -Explanation letter

#### Please mark his response satisfactory in HRIS.

**From:** KAMAL, Muhammad [mailto:kamalmu@who.int]

**Sent:** Tuesday, May 18, 2021 3:22 PM

To: Ayesha Naeem

Subject: RE: [EXT] FW: Mr.Muhammad Moazzam - Explanation letter

#### Dear Maam,

As some of the UCPOs stated that we already shared the attendance and due to any reason we didn't receive their attendance. In that case, If they already shared the evidences, its recommended not to issue warning to the concerns. Regard,

Dr. Kamal.

From: Majid Amin [mailto:majid.amin@ctc.org.pk]

**Sent:** Tuesday, May 18, 2021 11:51 AM

To: kamalk@who.int

Cc: 'KHURSHID, Muhammad Naveed'; ayesha.naeem@ctc.org.pk

Subject: Mr. Muhammad Moazzam - Explanation letter

#### Dear Dr.Kamal,

With reference to pervious email of Mr.Mozzam, attached evidence is for your further necessary action.

#### Regards, Majid Amin

From: MUHAMMAD MUAZZAM [mailto:muazzamucpw@gmail.com]

**Sent:** Tuesday, May 18, 2021 11:45 AM **To:** Majid Amin < majid.amin@ctc.org.pk >

Cc: KHURSHID, Muhammad Naveed <khurshidm@who.int>; KAMAL, Muhammad <kamalmu@who.int>;

ayesha.naeem@ctc.org.pk

Subject: Re: Mr. Muhammad Moazzam - Explanation letter

#### Respected sir/madam!

Kindly refer to your explanation letter dated 12-05-2021 regarding none submission of my attendance report as of 23-04-2021 to the supervisor. In this connection, I respectfully submit that the requisite report was promptly submitted by me, a screenshot of which is attached herewith for your reference.

I understand the complaint against me has been submitted on the misconception or misunderstanding.

I assure to remain more careful as usual, in the discharge of my functional responsibilities.

Kind regards

MUHAMMAD MUAZZAM UCPO BHANA MARI On Tue, 18 May 2021, 11:41 am MUHAMMAD MUAZZAM, < <u>muazzamucpw@gmail.com</u>> wrote:

Respected sir/madam!

Kindly refer to your explanation letter dated 12-05-2021 regarding none submission of my attendance report as of 23-04-2021 to the supervisor. In this connection, I respectfully submit that the requisite report was promptly submitted by me, a screenshot of which is attached herewith for your reference.

I understand the complaint against me has been submitted on the misconception or misunderstanding. I assure to remain more careful as usual, in the discharge of my functional responsibilities. Kind regards

MUHAMMAD MUAZZAM UCPO BHANA MARI

On Sun, 16 May 2021, 8:05 pm Majid Amin, < majid.amin@ctc.org.pk > wrote:

Dear Mr. Muhammad Moazzam,

Gentle reminder.

Regards,

**Majid Amin** 

**Project Officer -PTPP** 

From: Majid Amin [mailto:majid.amin@ctc.org.pk]

Sent: Wednesday, May 12, 2021 8:41 PM

To: 'muazzamucpw@gmail.com' <muazzamucpw@gmail.com>

Cc: 'wabbas@who.int' <wabbas@who.int>; 'khanfai@who.int' <khanfai@who.int>; 'KHURSHID,

Muhammad Naveed' <khurshidm@who.int>; 'kamalk@who.int' <kamalk@who.int>;

ayesha.naeem@ctc.org.pk

Subject: Mr. Muhammad Moazzam - Explanation letter

Dear Mr.Muhammad Moazzam,

Greetings!

Kindly find the attached explanation letter on account of neglect of duty.

Please share your response within stipulated time.

Regards,

# Majid Amin

## **Project Officer -PTPP**

CHIP Training & Consulting Pvt. Ltd

Peshawar | www.ctc.org.pk

Contact:0345-5009732