Well noted. Kindly proceed as per the SOPs.

Thanks

**From:** Ayesha Naeem <[ayesha.naeem@ctc.org.pk](mailto:ayesha.naeem@ctc.org.pk)>   
**Sent:** Tuesday, June 1, 2021 6:11 PM  
**To:** FAROOQ, Zainab <[farooqz@who.int](mailto:farooqz@who.int)>  
**Cc:** ADEM, Abdinasir <[adema@who.int](mailto:adema@who.int)>; NAZEER, Qaesar <[nazeerq@who.int](mailto:nazeerq@who.int)>; Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>; Awais Khan <[awais@ctc.org.pk](mailto:awais@ctc.org.pk)>  
**Subject:** FW: [EXT] Medical leaves

Dear Ms. Zainab,

Greetings !

With reference to below email, approval of WHO PO is requested for issuance of explanation to UCPO UC 145 – Ms. Maira on account of her unapproved absenteeism from 24th to 26th May, 2021. This is also to inform that Ms. Naila is currently away from office till 7th June, 2021 and in her absence I shall be OIC for any official correspondence.

In case of any further information, please contact the undersigned.

Best Regards,

Ayesha Naeem

Project Coordinator – PTPP Project

CHIP Training & Consulting (Pvt) Ltd.

Plot 1, Street 9,  G-8/2, Islamabad, Pakistan.

Cell: 0346-1019451

**From:** NAZEER, Qaesar <[nazeerq@who.int](mailto:nazeerq@who.int)>   
**Sent:** Wednesday, May 26, 2021 4:03 PM  
**To:** Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>  
**Cc:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk); 'Areej Naeem' <[areej.who@gmail.com](mailto:areej.who@gmail.com)>; KHALID, Aniba <[akhalid@who.int](mailto:akhalid@who.int)>; 'Maira Aslam' <[mairaaslam51@yahoo.com](mailto:mairaaslam51@yahoo.com)>; FAROOQ, Zainab <[farooqz@who.int](mailto:farooqz@who.int)>; [punjab.ptpp@ctc.org.pk](mailto:punjab.ptpp@ctc.org.pk)  
**Subject:** RE: [EXT] Medical leaves

From 24th to 26th May 2021.

Further leave application is submitted by herself awaiting approval from IO concerned.

**From:** Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>   
**Sent:** Wednesday, May 26, 2021 3:39 PM  
**To:** NAZEER, Qaesar <[nazeerq@who.int](mailto:nazeerq@who.int)>  
**Cc:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk); 'Areej Naeem' <[areej.who@gmail.com](mailto:areej.who@gmail.com)>; KHALID, Aniba <[akhalid@who.int](mailto:akhalid@who.int)>; 'Maira Aslam' <[mairaaslam51@yahoo.com](mailto:mairaaslam51@yahoo.com)>; FAROOQ, Zainab <[farooqz@who.int](mailto:farooqz@who.int)>; [punjab.ptpp@ctc.org.pk](mailto:punjab.ptpp@ctc.org.pk)  
**Subject:** RE: [EXT] Medical leaves

Dear Dr. Qaesar,

Please share the exact dates on which she is absent , so we can take up the matter accordingly.

**From:** NAZEER, Qaesar [<mailto:nazeerq@who.int>]   
**Sent:** Wednesday, 26 May 2021 1:51 pm  
**To:** Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>  
**Cc:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk); Areej Naeem <[areej.who@gmail.com](mailto:areej.who@gmail.com)>; KHALID, Aniba <[akhalid@who.int](mailto:akhalid@who.int)>; Maira Aslam <[mairaaslam51@yahoo.com](mailto:mairaaslam51@yahoo.com)>; FAROOQ, Zainab <[farooqz@who.int](mailto:farooqz@who.int)>  
**Subject:** RE: [EXT] Medical leaves

Respected Mst. Naila

As per our conversation, the mentioned UCPO hasn’t submitted till date any official leave request to office and she is neither present in the field. Meanwhile as per trail email and earlier communication, CTC HR representative she doesn’t carry any balance available.

With all ground sympathies to UCPO, who requires medical attention but this must be taken up by officially as per CTC rules and regulations.

**From:** Maira Aslam <[mairaaslam51@yahoo.com](mailto:mairaaslam51@yahoo.com)>   
**Sent:** Wednesday, May 26, 2021 10:20 AM  
**To:** NAZEER, Qaesar <[nazeerq@who.int](mailto:nazeerq@who.int)>  
**Cc:** Areej Naeem <[areej.who@gmail.com](mailto:areej.who@gmail.com)>; KHALID, Aniba <[akhalid@who.int](mailto:akhalid@who.int)>  
**Subject:** [EXT] Medical leaves

Respected Sir,

          As it's in your kind notice that I was on medical leave from 16 to 22th of May but due to my critical situation doctor have advised me to get more bed rest. For that purpose I discussed and requested for more leaves from my IO. There was need to check my leave balance as per direction of my IO. I contacted CTC but was not getting any satisfactory response. That's why i couldn't forward my leave application earlier.

Regards,

Maira UCPO UC 145

Nishtar town Lahore

[Sent from Yahoo Mail on Android](https://go.onelink.me/107872968?pid=InProduct&c=Global_Internal_YGrowth_AndroidEmailSig__AndroidUsers&af_wl=ym&af_sub1=Internal&af_sub2=Global_YGrowth&af_sub3=EmailSignature)