

R/Madam

Hope you will be fine:

I have discussed with my first level supervisor Dr Arsalan, Reference to your letter about improvement.

I will admit my weaknesses towards program and I have find out all gaps of my field activities, reporting, operational, administration and other managerial problem in which your good self find out me to not fulfilling my ToRs.

Furthermore: I promise for future that I will increase my capability, my skills, my administrative and managerial skills and will utilized for the betterment of program in my UC.

Moreover: I will try my best to build a team and implement the strategy of one team under one umbrella.

Soon you will see the betterment in UC assigned to me.

Your kind supervision/guideline will be appreciated at all level please to achieve desired objectives.

Asif Mushwani

UCPO Panjpai Refugee Camp
03337582839

On Wed, Jul 14, 2021, 5:00 PM Sabeela Pasha <sabeela@ctc.org.pk> wrote:

Dear D. Arsalan,

Thanks for the email.

Dear Mr.Asif,

Concerning below placed email regarding counseling session activity.

Please share your remarks and confirmation regarding the counselling session activity done by your supervisor (Dr Arsalan) with you.

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

Thanks and Regards

Sabeela Pasha

Regional coordinator(Balochistan)

From: IQBAL, Arsalan [mailto:aiqbal@who.int]

Sent: Wednesday, July 14, 2021 4:49 PM

To: Sabeela Pasha <sabeela@ctc.org.pk>

Cc: DEMEKE, Temesgen Atsedu <demeket@who.int>; 'Naila Nizam' <naila@ctc.org.pk>; KASI, Arbab Niamat Ullah <kasia@who.int>; m.usman@ctc.org.pk; Dehani, Aasiya Bano <dehania@who.int>; DANIEL, Ambrin <daniela@who.int>; BUGTI, Muhammad Anwar <bugtim@who.int>; asifmushwanipunjpai@gmail.com; bangishaq@gmail.com

Subject: Re: [EXT] RE: Counseling session of need improvement staff

Dear Sabeela pasha!

As I was on leave I counseled both UCPOs on call.

Regards!

Dr Arsalan Iqbal.

IO QUETTA

On Jul 14, 2021 9:32 AM, Sabeela Pasha <sabeela@ctc.org.pk> wrote:

Dear Dr. Arsalan,

Concerning below placed email regarding Counselling session of need improvement staff. The activity is still pending from your side as the last date was 12th July 2021.

Please complete the activity with your 2 need improvement staff and update accordingly so further action will be taken accordingly.

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

Thanks and Regards

Sabeela Pasha

Regional coordinator(Balochistan)

From: Sabeela Pasha [<mailto:sabeela@ctc.org.pk>]

Sent: Tuesday, July 6, 2021 6:04 PM

To: 'aiqbal@who.int' <aiqbal@who.int>

Cc: 'DEMEKE, Temesgen Atsedu' <demeket@who.int>; 'Naila Nizam' <naila@ctc.org.pk>; 'KASI, Arbab Niamat Ullah' <kasia@who.int>; 'm.usman@ctc.org.pk' <m.usman@ctc.org.pk>; 'Dehani, Aasiya Bano' <dehania@who.int>; 'DANIEL, Ambrin' <daniela@who.int>; 'BUGTI, Muhammad Anwar' <bugtim@who.int>

Subject: RE: Counseling session of need improvement staff

Dear Dr. Arsalan,

It is hereby informed you that your below-mentioned UCPOs were marked as need improvement in the latest appraisal Activity. As agreed with WHO PO, CTC has issued them a need improvement letter while you are requested to conduct a counseling session with said staff to discuss how to improve their

grey areas of performance. This session shall be properly documented and signed by both of them for future reference.

Please ensure the activity shall be completed by 12th Jul 2021 and shared with CTC so we can notify WHO PO accordingly.

Your kind support and response will be highly appreciated in this regard.

The detail of staff is mentioned below.

- 1.Muhammad Ishaq UC (Zarkhoo)
- 2.Muhammad Asif UC (Punjpai Refugee Camp)

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