Attached the evidence and this email in the investigation module  and close the case..

Also mark his explanation satisfactory and attached it

@Sabeela for your compliance and once its done reply this email

**From:** ABBAS, Waseem [<mailto:wabbas@who.int>]   
**Sent:** Tuesday, 31 August 2021 4:18 pm  
**To:** Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>  
**Cc:** KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** FW: [EXT] RE: Explanation Letter on account of unprofessional Attitude

FYI please

**From:** SALVATORI, Edda <[salvatorie@who.int](mailto:salvatorie@who.int)>   
**Sent:** Tuesday, 31 August 2021 4:18 PM  
**To:** ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>  
**Cc:** MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)>; KAMRAN, Waheed <[kamranw@who.int](mailto:kamranw@who.int)>; AURANGZEB KHAN, Mazhar <[zebma@who.int](mailto:zebma@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** RE: [EXT] RE: Explanation Letter on account of unprofessional Attitude

Nothing to add from my side.

Kind regards

Edda

**From:** ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>   
**Sent:** Tuesday, August 31, 2021 9:30 AM  
**To:** SALVATORI, Edda <[salvatorie@who.int](mailto:salvatorie@who.int)>  
**Cc:** MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)>; KAMRAN, Waheed <[kamranw@who.int](mailto:kamranw@who.int)>; AURANGZEB KHAN, Mazhar <[zebma@who.int](mailto:zebma@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** RE: [EXT] RE: Explanation Letter on account of unprofessional Attitude

Dear Ms. Edda,

CTC has concluded inquiry of UC Deh Bahadur with no action recommended against UCPO. Kindly share your feedback if there is any or we should consider case as Concluded.

Thank you

Waseem Abbas

**From:** Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>   
**Sent:** Monday, 30 August 2021 1:15 PM  
**To:** ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>  
**Cc:** KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>; MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)>; AURANGZEB KHAN, Mazhar <[zebma@who.int](mailto:zebma@who.int)>; [awais@ctc.org.pk](mailto:awais@ctc.org.pk); [majid@ctc.org.pk](mailto:majid@ctc.org.pk)  
**Subject:** RE: [EXT] RE: Explanation Letter on account of unprofessional Attitude

Dear Mr. Waseem,

In continuation to the below email, please be informed that the CTC team visited the UC Deh Bahadur on 25th Aug 2021 and had individual meetings with CBV field team members. Their written statements were acquired and attached for reference.

In view of the meeting and evidence, UCPO's response to the explanation letter on account of unprofessional attitude has been found satisfactory and no disciplinary action shall be taken against him.

Please share your comments/feedback in this regard.

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

Regards,

Naila Nizam

Project Manager

CHIP Training & Consulting (Pvt) Ltd.

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

Tel: [+92-51-111-111-920](tel:+92%2051%20111%20111%20920), Cell:0345-8566181

**From:** ABBAS, Waseem [<mailto:wabbas@who.int>]   
**Sent:** Tuesday, 24 August 2021 8:15 pm  
**To:** Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>  
**Cc:** KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** Fwd: [EXT] RE: Explanation Letter on account of unprofessional Attitude

FYI please

**From:** "SALVATORI, Edda" <[salvatorie@who.int](mailto:salvatorie@who.int)>  
**Date:** August 24, 2021 at 8:14:32 PM GMT+5  
**To:** "ABBAS, Waseem" <[wabbas@who.int](mailto:wabbas@who.int)>  
**Cc:** "MOHAMED, Gedi" <[mohamedge@who.int](mailto:mohamedge@who.int)>, "AURANGZEB KHAN, Mazhar" <[zebma@who.int](mailto:zebma@who.int)>, "KAMRAN, Waheed" <[kamranw@who.int](mailto:kamranw@who.int)>, "KHAN, Faizan" <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** **RE: [EXT] RE: Explanation Letter on account of unprofessional Attitude**

﻿

Approved as per SOPs

Kind regards

Edda

**From:** ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>   
**Sent:** Tuesday, August 24, 2021 8:08 PM  
**To:** SALVATORI, Edda <[salvatorie@who.int](mailto:salvatorie@who.int)>  
**Cc:** MOHAMED, Gedi <[mohamedge@who.int](mailto:mohamedge@who.int)>; AURANGZEB KHAN, Mazhar <[zebma@who.int](mailto:zebma@who.int)>; KAMRAN, Waheed <[kamranw@who.int](mailto:kamranw@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** Re: [EXT] RE: Explanation Letter on account of unprofessional Attitude

Dear Ms. Edda,

Joint investigation with UNICEF vendor is proposed by CTC in the case probing unprofessional attitude of Mr Khalid UCPO working in Peshawar to have more details and information.

Your approval is requested

Thank you

Waseem Abbas

On Aug 24, 2021, at 5:56 PM, Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)> wrote:

﻿

Dear Mr. Waseem,

It is to bring in your kind notice that an explanation letter was issued to UPO Mr. Khalid on account of unprofessional attitude and his response has received and reviewed.

To get more insight of the case, we would like to suggest to have a joint  meeting with CBV Team as the UCPO has mentioned Some CBV field staff that they have misbehaved first in response he reacted being UC lead. ( UCPO response is mentioned in the email trail below)

Your Kind approval and feedback is requested in this regard

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

Regards,

Naila Nizam

Project Manager

CHIP Training & Consulting (Pvt) Ltd.

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

Tel: [+92-51-111-111-920](tel:+92%2051%20111%20111%20920), Cell:0345-8566181

**From:** KHURSHID, Muhammad Naveed [<mailto:khurshidm@who.int>]   
**Sent:** Thursday, 19 August 2021 11:55 pm  
**To:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk); KAMAL, Muhammad <[kamalmu@who.int](mailto:kamalmu@who.int)>  
**Cc:** [ddpowho@gmail.com](mailto:ddpowho@gmail.com); 'Naila Nizam' <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>; ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>; KAMRAN, Waheed <[kamranw@who.int](mailto:kamranw@who.int)>  
**Subject:** Re: [EXT] RE: Explanation Letter on account of unprofessional Attitude

Dear Awais

The behavioural issue of staff is to be addressed by the vendor. Kindly proceed with SOPs for such cases. The district can only comment on performance-related issues. I hope it's clear now

Regards

Dr Naveed Khurshid

**From:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk) <[awais@ctc.org.pk](mailto:awais@ctc.org.pk)>  
**Sent:** Tuesday, August 17, 2021 12:08 PM  
**To:** KAMAL, Muhammad <[kamalmu@who.int](mailto:kamalmu@who.int)>  
**Cc:** KHURSHID, Muhammad Naveed <[khurshidm@who.int](mailto:khurshidm@who.int)>; [ddpowho@gmail.com](mailto:ddpowho@gmail.com) <[ddpowho@gmail.com](mailto:ddpowho@gmail.com)>; 'Naila Nizam' <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>; ABBAS, Waseem <[wabbas@who.int](mailto:wabbas@who.int)>; KHAN, Faizan <[khanfai@who.int](mailto:khanfai@who.int)>  
**Subject:** [EXT] RE: Explanation Letter on account of unprofessional Attitude

Dear Sir,

Your kind remarks is awaited on the below explanation response.

Regards,

Awais Khan

HR Officer

CHIP Training & Consulting (Pvt) Ltd.

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

Tel: [+92-51-111-111-920](tel:+92%2051%20111%20111%20920), Cell: Cell:0340-8442573

**From:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk) <[awais@ctc.org.pk](mailto:awais@ctc.org.pk)>   
**Sent:** Wednesday, August 4, 2021 3:05 PM  
**To:** 'KAMAL, Muhammad' <[kamalmu@who.int](mailto:kamalmu@who.int)>  
**Cc:** 'KHURSHID, Muhammad Naveed' <[khurshidm@who.int](mailto:khurshidm@who.int)>; 'ddpowho@gmail.com' <[ddpowho@gmail.com](mailto:ddpowho@gmail.com)>; 'Naila Nizam' <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>  
**Subject:** RE: Explanation Letter on account of unprofessional Attitude

Dear Sir,

Your kind remarks is requested on the below explanation answer.

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

Regards,

Awais Khan

HR Officer

CHIP Training & Consulting (Pvt) Ltd.

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

Tel: [+92-51-111-111-920](tel:+92%2051%20111%20111%20920), Cell: Cell:0340-8442573

**From:** khalid waseem <[drkhalidwaseem815@gmail.com](mailto:drkhalidwaseem815@gmail.com)>   
**Sent:** Wednesday, August 4, 2021 2:58 PM  
**To:** [awais@ctc.org.pk](mailto:awais@ctc.org.pk)  
**Cc:** KHURSHID, Muhammad Naveed <[khurshidm@who.int](mailto:khurshidm@who.int)>; [ddpowho@gmail.com](mailto:ddpowho@gmail.com); [iqbalah@who.int](mailto:iqbalah@who.int); KAMAL, Muhammad <[kamalmu@who.int](mailto:kamalmu@who.int)>; Naila Nizam <[naila@ctc.org.pk](mailto:naila@ctc.org.pk)>  
**Subject:** Re: Explanation Letter on account of unprofessional Attitude

Dear Sir/ Madam

Greetings

In reference to the Explanation Letter Reference No EL-KPK -086/ July 2021 /R, received to me on the date of 4 august 2021, I want to write and clarify the confusion created.

With due respect, I want to state that I always performed my duties with full devotion and dedication during my professional services as UCPO Deh Bahadar.  Since after transformation my position has been restructured to UC lead,   where multiple tasks assigned to me, I am leading both Teams including operation and communication.

Similarly at field level there are also multiple tasks assigned to me like follow up meetings with staff,  after the above mentioned assigned task, a frequent meeting has been convened by ERU/ District  Operation and Communication team, where participation is mandatory at all cost. Similarly in the evening convened meetings for feedback sharing on a daily basis for analysis & performance evaluation.

 Query raised in this explanation is about Unprofessional attitude and harsh language. I want to clarify that on the date 17 July 2021.district required two different type data from field staff due to this reason we called AS to BHU after completion of field activity.

As summiya and  As manahil both have unprofessionally abused language and rudely behave with UCDOs in the presence of me and UCCO, UCDO fozia and ALSM. On behalf of ucdo I replied strictly to AS summiya and As manahil don’t use abusive language and not to show unprofessional attitude with your supervisor. She is your first level supervisor and you should follow the instructions of your UCDO.

I am a UC polio officer and as a UC lead this is my job to maintain equality between staff, some time I get angry with staff but I don't use harsh and abusive language. And there have been no previous complaints about my language. Not today and never in future.

I hope that all of the above possible explanations will remove all ambiguities created in this explanation letter, and my response will be satisfactory for your kind consideration.

On Tue, Aug 3, 2021 at 10:32 AM <[awais@ctc.org.pk](mailto:awais@ctc.org.pk)> wrote:

Dear Mr. Khalid,

Please find attached the explanation letter on account of unprofessional attitude and share your response in this regard.

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

Regards,

Awais Khan

HR Officer

CHIP Training & Consulting (Pvt) Ltd.

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

Tel: [+92-51-111-111-920](tel:+92%2051%20111%20111%20920), Cell: Cell:0340-8442573