Issue explanation letters

**From:** ABBAS, Waseem [mailto:wabbas@who.int]
**Sent:** Wednesday, 11 August 2021 2:51 pm
**To:** Naila Nizam <naila@ctc.org.pk>
**Cc:** KHAN, Faizan <khanfai@who.int>; MOHAMED, Gedi <mohamedge@who.int>; AURANGZEB KHAN, Mazhar <zebma@who.int>; awais@ctc.org.pk
**Subject:** RE: [EXT] FW: Wazir-s Absent staff Details

Dear Naila,

Thank you for your email. Kindly share a report for management review after investigating the matter.

Regards

Waseem Abbas

**From:** Naila Nizam <naila@ctc.org.pk>
**Sent:** Wednesday, 11 August 2021 2:50 PM
**To:** ABBAS, Waseem <wabbas@who.int>
**Cc:** KHAN, Faizan <khanfai@who.int>; MOHAMED, Gedi <mohamedge@who.int>; AURANGZEB KHAN, Mazhar <zebma@who.int>; awais@ctc.org.pk
**Subject:** [EXT] FW: Wazir-s Absent staff Details

Dear Waseem,

With reference to the SWA attendance sheet shared by AC Mr. Sardar Alam, the following 09 UCPOs were found absent in the month of July. WHO PO approval is requested for the issuance of explanation letters to the said employees to take their stance, followed by disciplinary action in case of unsatisfactory responses received.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.NO** | **Name** | **CNIC** | **Designation** | **District** | **Tehsil** | **UC** | **Absenteeism Date** |
| 1 | Jan Muhammad | 2170168455119 | TPO | Wazir-S | Birmal |   | 16-Jul-21 |
| 6 | Sajid Ullah | 1210165650475 | TPO | Wazir-S | Sarwakai |   | 23-Jul-21 |
| 2 | Sher Badshah | 1210168027339 | UCPO | Wazir-S | Makeen | Makeen | 23-Jul-21 |
| 3 | Tahir Muhammad | 2170306365227 | UCPO | Wazir-S | Makeen | Wadan | 23-Jul-21 |
| 4 | Zahoor Ahmed | 1210153834963 | UCPO | Wazir-S | Sararogha | Bangi Wala | 23-Jul-21 |
| 5 | Saif Ur Rehman | 2170492422725 | UCPO | Wazir-S | Sararogha | Spinkai Raghzai | 23-Jul-21 |
| 7 | Sajjad Ahmad | 2170858547281 | UCPO | Wazir-S | Wana | Ghwa Khwa | 23-Jul-21 |
| 8 | Hafeez Ullah | 2170854382797 | UCPO | Wazir-S | Wana | Doag | 23-Jul-21 |
| 9 | Noor Hassan  | 2170843652423 | UCPO | Wazir-S | Wana | Wacha Khura | 23-Jul-21 |

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, Cell: Cell:0345-8566181