

From: asif@ctc.org.pk [mailto:asif@ctc.org.pk]
Sent: Tuesday, November 2, 2021 9:54 AM
To: 'AUDU, Musa Idowu'
Cc: 'BUGTI, Muhammad Anwar'; naila@ctc.org.pk; 'BALOCH, Zakia Naimatullah'; 'ZARKOON, Shahjahan'; m.usman@ctc.org.pk
Subject: RE: [EXT] RE: Show Cause on account of un Approved Absenteeism

Dear Dr. Musa,

Thank you for the kind feedback.

Regards,

Asif Khan | Regional Coordinator - PTPP
CHIP Training & Consulting Pvt. Ltd
Balochistan
www.ctc.org.pk

From: AUDU, Musa Idowu <musaau@who.int>
Sent: Monday, November 1, 2021 6:22 PM
To: asif@ctc.org.pk
Cc: BUGTI, Muhammad Anwar <bugtim@who.int>; naila@ctc.org.pk; BALOCH, Zakia Naimatullah <zbaloch@who.int>; ZARKOON, Shahjahan <szarkoon@who.int>; m.usman@ctc.org.pk
Subject: Re: [EXT] RE: Show Cause on account of un Approved Absenteeism

I strongly agree he should be sanctioned in line with the guideline.

Thanks

Dr Musa

Sent from my iPhone

On 01-Nov-2021, at 2:54 PM, asif@ctc.org.pk wrote:

Dear Dr. Musa,

UCPO Mr. Saddam Hussain of district Dukki was issued show cause on account of 19 days persistent absenteeism. In his show cause reply, he admitted the allegation of absenteeism and stated that due to his uncle bad health condition, he remained absent.

IO Dr. Shahjahan shared his remarks in response to the show cause reply that he informed him, however, did not forward leave application as per agreed practice. He further communicated that it is his recurrent issue. Previously, he had also been remained absent without seeking prior approval. Moreover, he suggested to orient the staff pertaining to availing such leaves through proper channels before leaving the duty station.

Area Coordinator Dr. Zakia endorsed the IO's remarks.

In light of above scenario, in case the UCPO had the genuine reason for his absenteeism, he should have applied for leaves through proper channel, however, he failed to do so and remained absent for 19 days without seeking proper approval. Hence, he made himself liable for final warning with 19 days salary cut and counseling to remain vigilant in future.

You are requested to share your kind feedback so that appropriate action may be taken accordingly.

Regards,

Asif Khan | Regional Coordinator - PTPP
CHIP Training & Consulting Pvt. Ltd
Balochistan
www.ctc.org.pk

From: BALOCH, Zakia Naimatullah <zbaloch@who.int>
Sent: Monday, November 1, 2021 2:23 PM
To: asif@ctc.org.pk; ZARKOON, Shahjahan <szarkoon@who.int>
Cc: BUGTI, Muhammad Anwar <bugtim@who.int>; 'Mohammad Usman Khan' <m.usman@ctc.org.pk>
Subject: Re: [EXT] RE: Show Cause on account of un Approved Absenteeism

Dear Mr.Asif,

The comments from 1st line supervisor are endorsed for mandatory actions please.

From: asif@ctc.org.pk <asif@ctc.org.pk>
Sent: Monday, November 1, 2021 9:46 AM
To: ZARKOON, Shahjahan <szarkoon@who.int>; BALOCH, Zakia Naimatullah <zbaloch@who.int>
Cc: BUGTI, Muhammad Anwar <bugtim@who.int>; 'Mohammad Usman Khan' <m.usman@ctc.org.pk>
Subject: RE: [EXT] RE: Show Cause on account of un Approved Absenteeism

Dear Dr. Shahjahan,

Thank you for the detailed email.

Dear Dr. Zakia,

In light of shared show cause reply and IO's feedback in appended email, please share your remarks for our onward proceeding.

Regards,

Asif

From: ZARKOON, Shahjahan <szarkoon@who.int>
Sent: Friday, October 29, 2021 8:06 PM
To: asif@ctc.org.pk
Cc: BALOCH, Zakia Naimatullah <zbaloch@who.int>; BUGTI, Muhammad Anwar <bugtim@who.int>; 'Mohammad Usman Khan' <m.usman@ctc.org.pk>
Subject: Re: [EXT] RE: Show Cause on account of un Approved Absenteeism

Dear Asif UCPO Saddam has given two explanations before and would be present in his file in your office record due to his this attitude ,one time he left for karachi for one week and second time he went to Lahore without leave approval more than a week ,now he again repeated the same mistake and left the duty station without approval of the leave ,as per his statement that he has informed me about the serious condition of his uncle is true but just information or leaving the duty station without leave approval for three weeks is not the way ,same would be followed by others ,so you are therefore requested to share with them proper procedure of leave before leaving the duty station.

On Oct 29, 2021 5:38 PM, asif@ctc.org.pk wrote:
Dear Dr. Shahjahan,

Pertaining to UCPO Mr. Saddam Hussain's show cause reply, your feedback is required for our onward proceeding.

Regards,

[Asif Khan | Regional Coordinator - PTPP](mailto:Asif.Khan@ctc.org.pk)
CHIP Training & Consulting Pvt. Ltd
Balochistan
www.ctc.org.pk

From: Mohammad Usman Khan <m.usman@ctc.org.pk>
Sent: Thursday, October 28, 2021 10:42 AM
To: szarkoon@who.int
Cc: zbaloch@who.int; asif@ctc.org.pk
Subject: RE: Show Cause on account of un Approved Absenteeism

Dear Dr. Shah Jahan

Concerning below placed email regarding Show Cause reply of UCPO Saddam Hussain.

Please share your remarks so that further action will be taken accordingly.

Thanks and Regards
Muhammad Usman khan
Project Officer PTPP (CTC)

From: Sadam Hussain [<mailto:www.sadamnm14488@gmail.com>]
Sent: Wednesday, October 27, 2021 8:03 PM
To: Mohammad Usman Khan

Cc: ZARKOON, Shahjahan; Dr. Zakia Naimatullah; asif@ctc.org.pk

Subject: Re: Show Cause on account of un Approved Absenteeism

Dear Sir,

It is stated that,i have already mentioned in my previous email,that it was an emergency leaves because my uncle have been 2 time heart attacked with in two days,first at 24 september in Duki and secondly at 26 september in Quetta.The Doctor suggest us to immediately open heart surgery(TVCAD),(CABG).On 26 september 2021 at WHO office Duki i have taken 3 times permission from our Supervisor Dr Shah jahan sb infront of NSTOP,TPO,UCPO,UCMO & TTSP & Also did an email of leaves through proper channel.Sir that is the reason why i left the station.

sir i am very seriously and responsible UCPO toward my job & I always follow our TOR's in accordance to take leaves with proper channel & done my every assigned task on timely. Sir if you want the documents of my uncle ,i will share at as per your demands.

Thank you Sir.

On Tue, 26 Oct 2021, 1:53 pm Mohammad Usman Khan, <m.usman@ctc.org.pk> wrote:

Dear Mr. Saddam Hussain,

Please find in the attached file your show cause letter on account of Un Approved Absenteeism. Please share your remarks within 48 hours and acknowledge, as you receive the email.

Thanks and Regards
Muhammad Usman khan
Project officer PTPP CTC
Cell # 0346-1019489