



Ref: SL-KPK-020/October/R

Oct 12th, 2021

Mr.Zahoor.Ahmed,
CNIC#1210153834963,
UCPO-BangiWala,
Wazir-S - KPK.

Subject: Show Cause Notice on account of Neglect of Duty.

Dear Zahoor Ahmed,

This is with reference to the complaint received dated Oct 6th, 2021 regarding your neglect of duty in your capacity as Union Council Polio Officer (UCPO) at Bangi Wala - Sararogha - Wazir-S.

It has been reported that you are not performing your duties in accordance with the agreed TORs. You have failed to submit PTP coverage data in the stipulated time. Due to which the whole district's performance has been affected. You have been already served with three warning letters on account of non-professionalism. Your aforementioned acts fall under the category of Professional Negligence and show your delinquency and willingness to compromise the esteemed standards of the organization, thus renders you liable for stern action.

Hence, the undersigned hereby issued a show-cause letter to you for your unacceptable behavior. You are required to reply within 48 hours from the date of receipt of this letter that why appropriate disciplinary action should not be taken against you for the above omission.

Please take note that if satisfactory response is not received within stipulated time, the management will assume that you are guilty of the said misconduct and have no plausible explanation to offer in your defense.

Regards

HRDepartment
CHIP Training & Consulting