

Naveed Haider

From: faysal@ctc.org.pk
Sent: Wednesday, January 5, 2022 4:47 AM
To: 'AHMAD, Shakeel Muhammad Saleem'; 'PARVEEN, Khalida'
Cc: naila@ctc.org.pk
Subject: RE: [EXT] Urgent leave application
Attachments: image001.jpg; [EXT] Urgent leave application (562 KB)

Dear Mr. Shakeel and Ms. Khalida,

In continuation to issue Non Extension of Contract to **UCPO Ms. Mehak Naz**, please find attached feedback/approval of Dr. Asif for your information.

Regards

FAYSAL
Project Coordinator - PTPP

From: faysal@ctc.org.pk <faysal@ctc.org.pk>
Sent: Wednesday, January 5, 2022 4:11 PM
To: 'AHMAD, Shakeel Muhammad Saleem' <ahmadsh@who.int>; 'PARVEEN, Khalida' <parveenk@who.int>
Cc: 'naila@ctc.org.pk' <naila@ctc.org.pk>
Subject: RE: [EXT] Urgent leave application

Dear Mr. Shakeel & Ms. Khalida,

As per our telephonically discussion, we have tried to communicate with UCPO Ms. Mehak Naz to share her consent just to take a lenient action by keeping in view of her past performance. She has also shared an email in which she requested for Non Extension of Contract which is further shared by Dr. Asif for his feedback (*Email Attached for reference*)

So, Non Extension of contract will be issued to her, considering Dec 12th, 2021 as her last working date with CTC and she will be paid remuneration for only 12 days for the month of Dec-21.

Regards

FAYSAL
Project Coordinator - PTPP

From: faysal@ctc.org.pk <faysal@ctc.org.pk>
Sent: Tuesday, January 4, 2022 10:02 AM
To: 'AHMAD, Shakeel Muhammad Saleem' <ahmadsh@who.int>
Cc: 'naila@ctc.org.pk' <naila@ctc.org.pk>; 'PARVEEN, Khalida' <parveenk@who.int>
Subject: RE: [EXT] Urgent leave application

Dear Mr. Shakeel,

Please find the attached reply of Ms. Mehak Naz and feedback of her IO for you information.

Regards

FAYSAL
Project Coordinator - PTPP

From: AHMAD, Shakeel Muhammad Saleem <ahmadsh@who.int>
Sent: Tuesday, January 4, 2022 9:26 AM
To: faysal@ctc.org.pk
Cc: naila@ctc.org.pk; PARVEEN, Khalida <parveenk@who.int>
Subject: RE: [EXT] Urgent leave application

Dear Faysal,

Do you have UCPO Mehak Naz reply against her show cause notice.

Regards,
Shakeel Ahmad

From: faysal@ctc.org.pk <faysal@ctc.org.pk>
Sent: Monday, January 3, 2022 12:40 PM
To: AHMAD, Shakeel Muhammad Saleem <ahmadsh@who.int>; PARVEEN, Khalida <parveenk@who.int>
Cc: naila@ctc.org.pk
Subject: RE: [EXT] Urgent leave application

Dear Mr. Shakeel & Ms. Khalida,

Please find the attached explanation letter issued to UCPO Ms. Mehak Naz for your information and further action.

Regards

FAYSAL
Project Coordinator - PTPP

From: faysal@ctc.org.pk <faysal@ctc.org.pk>
Sent: Thursday, December 30, 2021 2:51 PM
To: 'AHMAD, Shakeel Muhammad Saleem' <ahmadsh@who.int>; 'PARVEEN, Khalida' <parveenk@who.int>
Cc: 'naila@ctc.org.pk' <naila@ctc.org.pk>; 'majid@ctc.org.pk' <majid@ctc.org.pk>; 'ZAHEER, Bilal' <zaheerbi@who.int>
Subject: FW: [EXT] Urgent leave application

Dear Mr. Shakeel and Ms. Khalida,

This is with reference to the approval from WHO Provincial Office for the Termination of UCPO Ms. Mehak Naz - Sakhi Hassan-5, on account of persistent absenteeism.

Please be informed that she took leave from Dec 1st to Dec 11th, 2021 for the renewal of her UK visa since then she has fail to join the field. As per her response to the explanation letter issued to her, she is not yet clear about her return to Pakistan.

Therefore, Federal Office kind approval is requested to issue termination letter to the staff on urgent basis.

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

Regards,

Faysal

Project Coordinator - PTPP
CHIP Training & Consulting
Cell Number: 03458581630

From: ALI, Asif [<mailto:asifa@who.int>]
Sent: Wednesday, December 29, 2021 11:14 PM
To: DURRANI, Saima
Cc: Naveed Haider; 'Naila Nizam'; faysal@ctc.org.pk
Subject: Re: [EXT] Urgent leave application

Dear Naveed,

Please proceed with final action as required and conclude the matter.

Regards

Dr Asif Ali Zardari

PPEO / WHO / SINDH

asifa@who.int / +92 333 7080705

From: DURRANI, Saima <durrana@who.int>
Sent: Thursday, December 30, 2021 10:34 AM
To: ALI, Asif <asifa@who.int>
Cc: Naveed Haider <naveed@ctc.org.pk>; 'Naila Nizam' <naila@ctc.org.pk>; faysal@ctc.org.pk <faysal@ctc.org.pk>
Subject: FW: [EXT] Urgent leave application

Dear Dr.Asif,

FYA.

Best Regards,

Saima

From: Naveed Haider <naveed@ctc.org.pk>
Sent: Thursday, December 30, 2021 10:52 PM
To: DURRANI, Saima <durrana@who.int>
Cc: 'Naila Nizam' <naila@ctc.org.pk>; faysal@ctc.org.pk; ALI, Asif <asifa@who.int>
Subject: RE: [EXT] Urgent leave application

Dear Ms Saima,

In the continuation to the below email, The response of the UCPO Mehak Naz to the explanation on account of absenteeism found to be unsatisfactory. Her response and IO feedback is attached with this email for your reference. She is continuously absent from her duty after her approved leaves which was from 1st December till 11th December. In her response she is not clear about her return to Pakistan, therefore it is recommended for the termination of the contract of the UCPO Ms Mehak Naz.

Kindly proceed with it for approval.

Regards,
Naveed Haider
Project Officer-PTPP
CTC - Sindh
Cell: 03408444500

From: ALI, Asif [<mailto:asifa@who.int>]
Sent: Thursday, December 23, 2021 3:02 AM
To: Naveed Haider
Cc: 'Naila Nizam'; faysal@ctc.org.pk; DURRANI, Saima
Subject: RE: [EXT] Urgent leave application

Please proceed.
Regards

From: Naveed Haider <naveed@ctc.org.pk>
Sent: Friday, December 24, 2021 4:25 AM
To: ALI, Asif <asifa@who.int>
Cc: 'Naila Nizam' <naila@ctc.org.pk>; faysal@ctc.org.pk; DURRANI, Saima <durrانى@who.int>
Subject: RE: [EXT] Urgent leave application

Dear Dr Asif,

A soft reminder for approval of issuance of explanation letter to UCPO Ms Mehak.

Regards,
Naveed Haider
Project Officer-PTPP
CTC - Sindh
Cell: 03408444500

From: Naveed Haider [<mailto:naveed@ctc.org.pk>]
Sent: Tuesday, December 21, 2021 9:44 AM
To: 'ALI, Asif'
Cc: 'Naila Nizam'; 'faysal@ctc.org.pk'; 'DURRANI, Saima'
Subject: RE: [EXT] Urgent leave application

Dear Dr Asif,

Kindly approve the pending case of UCPO Ms Mehak to issue her explanation letter on account of unapproved absenteeism.

Regards,

Naveed Haider
Project Officer-PTPP
CTC - Sindh
Cell: 03408444500

From: Naveed Haider [<mailto:naveed@ctc.org.pk>]
Sent: Thursday, December 16, 2021 10:01 AM
To: 'DURRANI, Saima'
Cc: 'ALI, Asif'; 'Naila Nizam'; 'faysal@ctc.org.pk'
Subject: RE: [EXT] Urgent leave application

Dear Ms Saima,

A soft reminder for the approval of the below appended email.

Regards,
Naveed Haider
Project Officer-PTPP
CTC - Sindh
Cell: 03408444500

From: DURRANI, Saima [<mailto:durrانى@who.int>]
Sent: Monday, December 13, 2021 11:49 PM
To: Naveed Haider
Cc: ALI, Asif; 'Naila Nizam'; faysal@ctc.org.pk
Subject: RE: [EXT] Urgent leave application

Dear Asif,

FYA.

Best Regards.

Saima Durrani - Team Assistant / Security - PEER HELPER - WHO-PEI
Cell + 92 303 2896549 | Karachi | durrانى@who.int | saimadurrani2011@hotmail.com

From: Naveed Haider <naveed@ctc.org.pk>
Sent: Wednesday, December 15, 2021 1:47 AM
To: DURRANI, Saima <durrانى@who.int>
Cc: ALI, Asif <asifa@who.int>; 'Naila Nizam' <naila@ctc.org.pk>; faysal@ctc.org.pk
Subject: FW: [EXT] Urgent leave application

Dear Ms Saima,

It has been reported by the IO of Central Karachi, Dr Farhan that UCPO Ms Mehak Naz was supposed to join field activities from 13th December, 2021 after approved leaves but she remained absent without any information on 13th and 14th December. Therefore, it is recommended to issue her explanation letter to get her stance for the absenteeism on the mentioned dates.

Kindly proceed with it for approval.

Regards,
Naveed Haider
Project Officer-PTPP
CTC - Sindh
Cell: 03408444500

From: SIDDIQUI, Farhan Ahmed [<mailto:siddiquif@who.int>]
Sent: Monday, December 13, 2021 7:06 AM
To: Naveed Haider
Cc: Mehak Naz; UDDIN, Farhaj; Shabana Farhan
Subject: Re: [EXT] Urgent leave application

Dear Naveed,

The leave of UCPO Mehak was approved till 11th Dec and she was suppose to join duty station from 13 Dec but she did not join the duty today and as per my information she is still not in Pakistan.

This is for your information and necessary action as per the SOPs.

Regards,
Dr Farhan Ahmed,
IO-Central.

Sent from my iPhone

On 30-Nov-2021, at 10:35 AM, Naveed Haider <naveed@ctc.org.pk> wrote:

Approved as per SOP

Dear Mehak, Please note that its 11 days, when you are applying for a leave of 7 days or more then sunday also included.

Naveed Haider
Project Officer
CTC - Sindh
Cell# 03408444500

On 2021-11-29 09:08, SIDDIQUI, Farhan Ahmed wrote:

Dear Mehak,

Your leave is approved by DEOC Central. You are advised to complete all pending task before leaving and try to keep in touch with your OIC during this period.

Regards,
Dr Farhan Ahmed.

Sent from my iPhone

On 29-Nov-2021, at 1:31 PM, Mehak Naz <mahinaz282@gmail.com> wrote:

Respected Concerns,
Visa and BRP is attached here ,Tickets will be buy when leaves approved.

Mehak Naz
0333-3389433
mahinaz282@gmail.com<<mailto:mahinaz282@gmail.com>>

On Mon, Nov 29, 2021, 12:20 PM UDDIN, Farhaj
<sheikhf@who.int<<mailto:sheikhf@who.int>>> wrote:

Dear Farhan

All documentation, air tickets and visas should be attached , before approval

Regards

Sent from my Galaxy

----- Original message -----

From: "SIDDIQUI, Farhan Ahmed" <siddiquif@who.int<<mailto:siddiquif@who.int>>>

Date: 29/11/2021 12:18 pm (GMT+05:00)

To: "UDDIN, Farhaj" <sheikhf@who.int<<mailto:sheikhf@who.int>>>

Cc: Shabana Farhan <shabana_farhan@hotmail.com<mailto:shabana_farhan@hotmail.com>> ,

Naveed Haider <naveed@ctc.org.pk<<mailto:naveed@ctc.org.pk>>> ,

mahinaz282@gmail.com<<mailto:mahinaz282@gmail.com>>

Subject: Fw: [EXT] Urgent leave application

Dear Dr Farhaj,

UCPO Mehak of UC-23 Sakhi Hassan North Nazimabad Sub Division need 10 Days leave from 1st DEC - 11th DEC 2021. CTC leave request from with reason for leave request is mentioned. Need advice regarding this for further proceedings as per SOPs.

Regards,
Dr Farhan Ahmed,
IO-Central.

From: Mehak Naz <mahinaz282@gmail.com<<mailto:mahinaz282@gmail.com>>>
Sent: Saturday, November 27, 2021 10:15 PM
To: Naveed Haider <naveedhaider.ctc@gmail.com<<mailto:naveedhaider.ctc@gmail.com>>>;
SIDDIQUI, Farhan Ahmed <siddiquif@who.int<<mailto:siddiquif@who.int>>>
Cc: Shabana Soomro <Shabana_farhan@hotmail.com<mailto:Shabana_farhan@hotmail.com>>
Subject: [EXT] Urgent leave application

Respected Concerns,

I am writing this letter to let you know that I am in need of 10 days leave.as<<http://leave.as>> I have my yearly leave allowance.

I request you to consider my leave application of ten days as I am planning for an international visit due to my visa process continue. I would like to avail the leaves from 1st Dec 2021 to 11th Dec 2021.

During the days of my absence from office, I can be available at 0333-3389433/
mahinaz282@gmail.com<<mailto:mahinaz282@gmail.com>>

I will return to the office on {13th December}. In case I want to resume the work sooner or later than the stated date, I will let you know well in advance.

Yours well wisher,

Mehak Naz

0333-3389433

mahinaz282@gmail.com<<mailto:mahinaz282@gmail.com>>

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