

Please proceed as per SOPs

From: Raazia <raazia.rehman@ctc.org.pk>
Sent: Wednesday, March 2, 2022 12:52 PM
To: FAROOQ, Zainab <farooqz@who.int>
Cc: AZIZ, Kalsoom <azizk@who.int>; ADEM, Abdinasir <adema@who.int>;
naila.nizam@chipconsulting.org
Subject: [EXT] FW: Explanation over poor performance UC 145 Nishtar Town Lahore

Dear Ms. Zainab,

We have received a complaint regarding Ms. Maira Aslam for not performing her work up to the mark. She has also been found to be unpunctual. Such behavior on her part is not only affecting the quality of our work but also setting bad example in the UC. I have attached the complaint and email we received from her AC for your reference.

We would recommend issuing her a show cause to obtain her stance on the situation. If her reply will not satisfy us then we would like to for further appropriate disciplinary action.

Waiting for your approval.

Regards,

Syeda Raazia Rehman
Project Associate
CHIP Training & Consulting

From: NAZEER, Qaesar [<mailto:nazeerq@who.int>]
Sent: Wednesday, March 2, 2022 10:22 AM
To: raazia.rehman@ctc.org.pk
Cc: Naila Nizam; faysal@ctc.org.pk; awais@ctc.org.pk; QASIM, Areej; AHMAD, Tanzeela; EHSAN, Aamir; FAROOQ, Zainab; Maira Aslam
Subject: Explanation over poor performance UC 145 Nishtar Town Lahore

Dear Raazia from CTC !

Greetings from WHO Lahore office.

UCPO Maira Aslam deputed in UC 145-Nishtar Town and in ongoing campaign, Provincial M&E officer during his monitoring found serious gaps in microplanning, team training gaps and poor intracampaign indicators specifically missed areas which were not part of microplan.

Also the microplan validation done by herself was not available in uc based copy and originals were kept in house which she shared on repeated requested last night with no re-validation and correction evidence.

Meanwhile during campaign, she was directed by her IO to change the monitoring area which she argued with supervisor and later reported late in that area.

And also her daily attendance is also very late punched (official timing is 08:00 am to 5:00 pm) whereas during intra-campaign days, this timing is till closure of town level meeting.

With all these indicators having such poor performance in a high risk UC where UCPO are fully deployed to support district on behalf of partners; this matter needs immediate explanation with highest disciplinary action as per SoPs of CTC.

Timestamp	Name of UCPO	Town	Work Assignments	In Case of Leave
1/12/2022 8:48:50	Maira Aslam	Nishtar Town	AFP Surveillance, Any Other	AT WORK
1/13/2022 9:27:11	Maira Aslam	Nishtar Town	Campaign, AFP Surveillance	AT WORK
1/14/2022 8:51:05	Maira Aslam	Nishtar Town	Campaign, AFP Surveillance	AT WORK
1/15/2022 9:29:08	Maira Aslam	Nishtar Town	Campaign	AT WORK
1/17/2022 9:48:48	Maira Aslam	Nishtar Town	Any Other	AT WORK
1/20/2022 9:09:10	Maira Aslam	Nishtar Town	AFP Surveillance, Training	AT WORK
1/21/2022 9:12:50	Maira Aslam	Nishtar Town	Campaign, Meeting	AT WORK
1/22/2022 9:14:35	Maira Aslam	Nishtar Town	AFP Surveillance	AT WORK
1/24/2022 9:00:47	Maira Aslam	Nishtar Town	Campaign	AT WORK
1/28/2022 10:26:54	Maira Aslam	Nishtar Town	Campaign	AT WORK
1/31/2022 9:17:53	Maira Aslam	Nishtar Town	Campaign	AT WORK
2/2/2022 9:32:50	Maira Aslam	Nishtar Town	AFP Surveillance, Routine Immunization	AT WORK
2/16/2022 9:10:30	Maira Aslam	Nishtar Town	Training	AT WORK
2/17/2022 9:29:51	Maira Aslam	Nishtar Town	Training	AT WORK
2/18/2022 9:17:15	Maira Aslam	Nishtar Town	Meeting	AT WORK
2/19/2022 10:06:11	Maira Aslam	Nishtar Town	AFP Surveillance	AT WORK
2/22/2022 10:11:52	Maira Aslam	Nishtar Town	Training, Meeting	AT WORK
2/23/2022 10:09:09	Maira Aslam	Nishtar Town	AFP Surveillance, Routine Immunization	AT WORK
2/24/2022 9:39:21	Maira Aslam	Nishtar Town	Training, Meeting	AT WORK
2/25/2022 9:58:02	Maira Aslam	Nishtar Town	Meeting	AT WORK
2/26/2022 10:27:35	Maira Aslam	Nishtar Town	Routine Immunization	AT WORK
2/28/2022 9:14:53	Maira Aslam	Nishtar Town	Campaign	AT WORK
3/1/2022 9:25:42	Maira Aslam	Nishtar Town	Campaign	AT WORK

3/2/2022 9:19:18 Maira Aslam

Nishtar Town

Campaign

AT WORK

Regards

Q Nazeer

Area Coordinator Lhr

+92-333-8561888