

Please go ahead as per protocols

From: Raazia Rehman <raazia.rehman@chipconsulting.org>
Sent: Thursday, March 24, 2022 2:34 PM
To: FAROOQ, Zainab <farooqz@who.int>
Cc: naila.nizam@chipconsulting.org; AZIZ, Kalsoom <azizk@who.int>
Subject: FW: [EXT] Fwd: Sick Leave application Form Rizwan UCPO 139

Dear Ms. Zainab,

In reference to the below email, Rizwan Habib UCPO Lahore, remained absent from the field for 4 days. His area coordinator Dr. Qaiser has suggested to deduct his salary against those days, as he submitted his application after he has availed leave against those days (which is against the SOPs).

We would recommend calling his explanation on the matter and if he is not able to state any valid reason for his action then appropriate actions should be considered along salary deduction.

Waiting for your approval on the matter.

Regards,

Syeda Raazia Rehman
Project Associate
CHIP Training & Consulting

From: NAZEER, Qaesar [<mailto:nazeerq@who.int>]
Sent: Thursday, March 24, 2022 9:19 AM
To: raazia.rehman@ctc.org.pk; Naila Nizam
Cc: AHMAD, Tanzeela; rizwan habib; QASIM, Areej; FAROOQ, Zainab; EHSAN, Aamir
Subject: RE: [EXT] Fwd: Sick Leave application Form Rizwan UCPO 139

Dear CTC Team

Please consider UCPO Rizwan Habib Absent from 14th to 17th March 2022, and deduct his days salary. As he applied for leave on completion of that particular illness which is against the SoPs.

Respected Dr. Tanzeela is also requested to consider the dates applied by UCPO and then approve. CTC Team is requested to ensure the application of recommendations.

From: Dr Tanzeela <drtanzeelaahmad@yahoo.com>
Sent: Wednesday, March 23, 2022 11:57 PM
To: NAZEER, Qaesar <nazeerq@who.int>
Cc: Areej <areej.naeem@gmail.com>
Subject: [EXT] Fwd: Sick Leave application Form Rizwan UCPO 139

Respected sir,
Leave is recommended and forwarded for your approval

Regards

Dr Tanzeela Ahmad

IO-WHO

----- Forwarded message -----

From: rizwan habib <razi.habib@hotmail.com>

Date: Mar 17, 2022 12:04 AM

Subject: Sick Leave application Form Rizwan UCPO 139

To: Dr Tanzeela <drtanzeelaahmad@yahoo.com>

Cc:

Assalam o Alikum,

Respected Madam,

I'm suffering from Stomach infection, loose motion Diarrhea, abdominal pain and vomiting, so ma'am unable to perform my duty.

Please grant me leave from 14.03.22 to 18.03.22

I attached my Application form with this email, I shall be very thankful to you

Thanks & Regards

Rizwan Habib

UCPO 139

Nishter Town