

To,

The Honorable Manager Legal & Contracts,
CHIP Training & Consulting, Islamabad.

SUBJECT: **REPLY TO THE SHOW CAUSE NOTICE ISSUED ON ACCOUNT OF DUAL JOB**

Dear Sir,

In response to the Show Cause letter (*Annex-I*) issued to me on account of dual job, I have the honour to explain as below:

1. As soon I have received a contract letter from your good office (CTC-Islamabad) for the position of *Tehsil Campaign Support Person (TCSP)* on Friday 1st February-2019 (*Annex-II*), immediately on Monday 4th February, 2019, I have applied for the grant of "Leave Without Pay" & *No Objection Certificate (NOC)* from the post of "Primary School Teacher" by the District Education Officer (as competent authority), North Waziristan through proper channel (*Annex-III*).
2. A proper procedure for the grant of "Leave Without Pay" as defined by the Government of Pakistan, Establishment Department, Khyber Pakhtunkhwa- Civil Service Rule. 1981, "Extra-Ordinary Leave/ Leave Without Pay" for the Govt: Employees' to work out of the parent department was adopted accordingly (*Annex-IV*).
3. However, it takes time (3—4 weeks) to complete this process of granting leave without pay from the DEO Office but the Education Department has issued "Departmental Permission Certificate/ No Objection Certificate (NOC)" on 7th February, 2019 (*Annex-V*) as immediate eligibility to work with CTC for the noble cause of POLIO Eradication until and unless the rest process of leave shall complete in all aspects as during this period, the leave application was processed for approval from the higher authorities on "15th February, 2019" and I was allowed to join and work with CTC (*Annex-VI*).
4. Finally, the whole process of granting "Leave Without Pay" as per GoP Civil Service Rule 1981 completed on Friday 22nd February, 2019 by the District Education Officer, North Waziristan with copy to the District Account Office (DAO) for the stoppage of salary, however the payroll for the month of February, 2019 was processed in advance on Wednesday 20th February, 2019 (two days before the grant of my leave without pay) and there was no chance with DAO Office to stop the salary at this stage (*Annex-VII*).
5. As such the District Account Office received the notification of ONE YEAR Leave without Pay, has immediately stopped the salary till 31st January, 2020 (365 days leave period).

6. With due request & apology, I've to asseverate that neither I've concealed information related to my job in Education Department deliberately nor wish to have double benefits and as I've cleared & satisfied myself from the Education Department also, didn't try to circulate the leave / NOC documents without prior need and advice from the CTC Officials and my opinion was that I can share these documents with CTC Officials whenever/ if wanted by the CTC OR otherwise.
7. In light of the above circumstances, it is very humbly requested to accept my apologize for the delay at any stage (sharing information, leave/ NOC documents, delay in "Leave/ NOC Process" from the Education Department etc) with appeal to the Higher Authorities to extended support and cooperation in this connection and to give an opportunity to continue my services in this assignment of PEI in the capacity of TCSP for the Noble Cause of Polio Eradication and to avail ONE YEAR Leave without Pay as already granted to me by the Education Department please.
8. I would like to assure that I'm fully committed with the PEI Program with honest performance, integrity, trust and professionally and wish to continue these efforts with the same soul & spirit.

I shall be very grateful and glad for the kindness, trust and support of the Higher Authorities please.

Day & Dated: Monday 18th March, 2019

Your faithfully,

Mr. Zia Ullah

Tehsil Campaign Support Person (TCSP)

Tehsil Mirali, North Waziristan Tribal District.