

Sep 8th, 2022

Mr. Kaleemullah,
CNIC # 1730113679589,
UCPO - Pishtakhara,
Peshawar - KPK.

Subject: Show Cause Letter on account of Unapproved Absenteeism

Dear Kaleemullah,

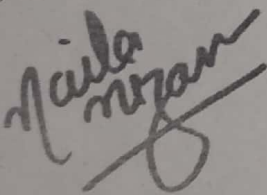
This is with reference to the complaint received dated Aug 31st, 2022 regarding your Unethical Engagement in your capacity as Union Council Polio Officer (UCPO) at Pishtakhara - Mattani - Peshawar.

It has been reported that you are performing your duties in a highly unprofessional manner and you were alleged for unethical engagement with UCDO at BHU on 27th August 2022. You are well aware that immoral activities of staff, in any form, are not acceptable at all and CTC has a zero-tolerance policy for immoral activities. Your actions are against the rules of the program and thus warrant strict disciplinary 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 a satisfactory response is not received within the 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



HR Department
CHIP Training & Consulting

CC;
Personal File.

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