

To,

The Meherullah Kakar (UCPO Kach2, District Loralai)


**Subject: Explanation call/absence from official meeting**

Reference to this official letter subject cited above dated 15/12/22.

It has been noted since long that your response to your official duties and sense of responsibilities is quite compromised and you have been verbally intimated on several occasions.

Furthermore, you were intimated for official weekly review meeting by UCPO Mansoor khan but you failed to appear in said meeting.

Therefore, you are hereby directed to present written explanation of this negligence with in 3 days positively, otherwise further disciplinary action will be taken against you.

  
DR Muhammad Ashraf Khan  
IO who office , loralai

1

Copy to file:-

1. Atea coordinator Loiralai division
2. Usman project manager, CTC
3. Master file