

Nadeem Jan

From: azeem shah <azeemshah4467@gmail.com>
Sent: Monday, February 17, 2020 4:42 AM
To: Nadeem Jan
Cc: Shahid Ali; uddins@who.int; liaqatf@who.int; siddiquik@who.int; KHAN, Faizan; ABBAS, Waseem
Subject: Re: Explanation letter on account of Unapproved absenteeism

Respected sir.

First of all i am extremely apologetic for late response regarding this explanation letter, as my home is situated in mirdad khel where internet facility is not available more over we avoid going out of UC as per TORs. Secondly on 7th February (the day on which i was reported absent) was Microplane validation day of mirdad khel1AB, the Microplane was not prepared by concern Area supervisor therefore i visited the said Area incharge home to assist him in microplane preparation for timely microplane development. Thirdly i am apologize for not sharing my daily report with my concern supervisor on time, i promised to be punctual in future and assure you that there will not be such mistakes in the future and duty will be perform well with in the time slot.

i will be thankful for accepting my apology.

your sincerely

Azeem shah

Ucpo Mirdad khel

On Thu, Feb 13, 2020 at 8:44 AM Nadeem Jan <nadeemjan@ctc.org.pk> wrote:

Dear Mr. Azeem Shah,

Please find attached file of Explanation letter on account of Unapproved absenteeism.

Regards,

Nadeem Jan

Project Officer-PTPP CTC