

From: DEMEKE, Temesgen Atsedu [mailto:demeket@who.int]

Sent: Saturday, March 28, 2020 5:18 PM

To: Sabeela <sabeela@ctc.org.pk>

Cc: 'Naila Nizam' <naila@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; khalid@ctc.org.pk; KHAN, Noora <khanno@who.int>; KASI, Arbab Niamat Ullah <kasia@who.int>; 'Noora Kakar' <noorakakar72@gmail.com>; PANAZAI, Shahbaz <panazais@who.int>; 'Fazal khan' <engrfazalkhan@gmail.com>

Subject: RE: [EXT] Re: Explanation letter on account of absenteeism

Agreed. Thank you Sabeela
Temesgen

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Sabeela <sabeela@ctc.org.pk>

Date: 3/28/20 4:04 PM (GMT+05:00)

To: "DEMEKE, Temesgen Atsedu" <demeket@who.int>

Cc: 'Naila Nizam' <naila@ctc.org.pk>, "BUGTI, Muhammad Anwar" <bugtim@who.int>, khalid@ctc.org.pk, "KHAN, Noora" <khanno@who.int>, "KASI, Arbab Niamat Ullah" <kasia@who.int>, 'Noora Kakar' <noorakakar72@gmail.com>, "PANAZAI, Shahbaz" <panazais@who.int>, 'Fazal khan' <engrfazalkhan@gmail.com>

Subject: RE: [EXT] Re: Explanation letter on account of absenteeism

Dear Sir,

With reference to below placed email regarding explanation reply of Mr. Fazal Rehman .

the explanation letter issued to him on account of absenteeism . the staff has shared his reply and he admitted that he was absent on the mentioned date due to an emergency at his home .he also apologized and requesting one more chance to not to repeat this type of negligence again.

AC remarks are also mentioned below.

In the light of aforementioned statement as per SOP if staff admitted his mistake he is liable for disciplinary action.

it is recommended to issue him warning with 2 days salary cut on account of uninformed absenteeism and strictly intimate him to not to repeat this type of negligence again as its his first time next time if repeated strict disciplinary action will be taken against him.

If you need any further information regarding the same, please let us know.

Regards,
Sabeela Pasha
Regional Coordinator - PTPP
CHIP Training & Consulting (Pvt) Ltd.
0340-8442588

From: DEMEKE, Temesgen Atsedu [<mailto:demeket@who.int>]
Sent: Saturday, March 28, 2020 3:46 PM
To: PANAZAI, Shahbaz <panazais@who.int>; Fazal khan <engrfazalkhan@gmail.com>
Cc: Sabeela <sabeela@ctc.org.pk>; Naila Nizam <naila@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; khalid@ctc.org.pk; KHAN, Noora <khanno@who.int>; KASI, Arbab Niamat Ullah <kasia@who.int>; Noora Kakar <noorakakar72@gmail.com>
Subject: RE: [EXT] Re: Explanation letter on account of absenteeism

Message well noted. Hope, explanation letter was served. Admin will take further appropriate action on due course.

Thanks
Temesgen

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "PANAZAI, Shahbaz" <panazais@who.int>
Date: 3/28/20 2:41 PM (GMT+05:00)
To: Fazal khan <engrfazalkhan@gmail.com>
Cc: Sabeela <sabeela@ctc.org.pk>, Naila Nizam <naila@ctc.org.pk>, "BUGTI, Muhammad Anwar" <bugtim@who.int>, khalid@ctc.org.pk, "KHAN, Noora" <khanno@who.int>, "KASI, Arbab Niamat Ullah" <kasia@who.int>, Noora Kakar <noorakakar72@gmail.com>, "DEMEKE, Temesgen Atsedu" <demeket@who.int>
Subject: Re: [EXT] Re: Explanation letter on account of absenteeism

This is not a valid reason.
Dr Noora khan PEO can go to field,all the UCPOs can go, except you.

Dear Sabeela.
Strict action needed.

Dr Shahbaz Panezai
Polio Eradication Initiative
World Health Organization, Pakistan
Area coordinator
Zhob Division
WHO Baluchistan
03337806231

On Mar 28, 2020 2:31 PM, Fazal khan <engrfazalkhan@gmail.com> wrote:
Respected Madam Sabeela,

Due to current COVID 19 situation,the lock down is fully observed in our area. All shops are closed due to current scenario.

Due to this iam unable to print my explanation letter.

On 25 and 26th March, due to severe emergency at my home I could not come to field. I will promise to you will not repeat this type of negligence again.please just give me one chance.
Thanks

On Fri, 27 Mar 2020, 5:07 pm Sabeela, <sabeela@ctc.org.pk> wrote:
Dear Mr.Fazal Rehman,

Please find in the attached file the explanation letter on account of absenteeism. please share your reply within 48 hours.

Please acknowledge the email as you received.

If you need any further information regarding the same, please let us know.

Regards,
Sabeela Pasha
Regional Coordinator - PTPP
CHIP Training & Consulting (Pvt) Ltd.
0340-8442588



Virus-free. www.avast.com