

From: DEMEKE, Temesgen Atsedu [mailto:demeket@who.int]
Sent: Monday, March 30, 2020 7:08 PM
To: Sabeela <sabeela@ctc.org.pk>
Cc: 'Naila Nizam' <naila@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; ZARKOON, Shahjahan <szarkoon@who.int>; KHAN, Najeeb Ullah <najkhan@who.int>; KASI, Arbab Niamat Ullah <kasia@who.int>; khalid@ctc.org.pk
Subject: RE: [EXT] FW: explanation letter

Kindly issue warning letter with one day salary cut based on SOPs. Thnaks

With Kind Regards

Temesgen A Demeke
Team Leader Balochistan
Polio Eradication initiative - WHO Pakistan
Serena Bazaar, Quetta
Email: demeke@who.int
Phone: +923003400530



From: Sabeela <sabeela@ctc.org.pk>
Sent: Monday, 30 March 2020 2:11 PM
To: DEMEKE, Temesgen Atsedu <demeket@who.int>
Cc: 'Naila Nizam' <naila@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; ZARKOON, Shahjahan <szarkoon@who.int>; KHAN, Najeeb Ullah <najkhan@who.int>; KASI, Arbab Niamat Ullah <kasia@who.int>; khalid@ctc.org.pk
Subject: FW: [EXT] FW: explanation letter

Dear Sir,

With reference to below placed email regarding explanation response of Ms. Fehmeeda .

The said staff issued explanation on account of absenteeism in evening meeting during campaign.

the said staff reply mentioned below in her reply she admitted that she was absent in evening meeting due to her illness and she telephonically informed her PEO about her illness.

the PEO remarks are also mentioned below he stated that due a clash between the UC staff (UCMO , AIC and UCPO) in the SNID

March campaign she left field and did not come to evening meeting although he called her and assured her that he will resolve the their issue in evening meeting . after that she did not come tin the evening meeting and when he called her and ask she said that she is not well that's why cannot come to evening meeting.

In the light of aforementioned statement staff attitude and behavior creating issues in UC and she also admitted that she was absent in evening meeting. as per SOP it is recommended to issue her warning with one (1) day salary cut and also intimate her to mend her attitude on the field with all staff .if in future repeats this type of negligence and show nonprofessional attitude again strict disciplinary action will be taken against her.

The email is being send to you for your kind information and kind remarks(if any)

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: KHAN, Najeeb Ullah [<mailto:najkhan@who.int>]

Sent: Saturday, March 28, 2020 7:07 PM

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

Cc: 'Naila Nizam' <naila@ctc.org.pk>; BUGTI, Muhammad Anwar <bugtim@who.int>; ZARKOON, Shahjahan <szarkoon@who.int>; dr.zarkoon786@gmail.com; KASI, Arbab Niamat Ullah <kasia@who.int>; khalid@ctc.org.pk

Subject: Re: [EXT] FW: explanation letter

Dear Sabeela,

She remained absent from field due to same reason as mentioned by PEO and initially she didn't attended his call. Recommended for disciplinary action.

Regards.

Dr.Najeeb

On 28 Mar 2020 16:48, Sabeela <sabeela@ctc.org.pk> wrote:

Dear Sir,

With reference to below placed email regarding explanation response of Ms. Fehmeeda .

the said staff issued explanation on account of absenteeism in evening meeting during campaign.

the said staff reply mentioned below in her reply she admitted that she was absent in evening meeting due to her illness and she telephonically informed her PEO about her illness.

the PEO remarks are also mentioned below he stated that due a clash between the UC staff (UCMO , AIC and UCPO) in the SNID

March campaign she left field and did not come to evening meeting although he called her and assured her that he will resolve the their issue in evening meeting . after that she did not come tin the evening meeting and when he called her and ask she said that she is not well that's why cannot come to evening meeting.

In the light of aforementioned statement staff attitude and behavior creating issues in UC and she also admitted that she was absent in evening meeting.

your kind comments are required so that further action will be taken accordingly.

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: Dr. zarkoon [<mailto:dr.zarkoon786@gmail.com>]

Sent: Saturday, March 28, 2020 1:41 PM

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

Subject: Re: explanation letter

Dear Mam thank for the information regarding the defensive reply of UCPO Civil station Fehmida Sattar ,as I have already informed you on phn call that there was a clash between the UC staff (UCMO , AIC and UCPO) through out the SNID March campaign and due to their lack of coordination UC performance was as a whole not satisfactory as compared to previous campaigns as there was no morning and evening meetings at UC level and no proper monitoring plan for proper supervision of the teams ,UC level issues were not discussed for action , on 2nd day of campaign 17-03-2020 the UCPO left the field and went home then she informed me that AIC misbehaved me therefore I left the field ,I assured her that we would resolve the issue in the evening meeting but now you go back to the field for team monitoring she respond me that I would not go back to the field and I would talk to the area coordinator and submit my resignation ,then after field work I called her several times to come to WHO office to resolve the issue with AIC but she did not come then I tried to call her to attend the evening meeting we would resolve the issue there first she was not attending my calls then finally she attended the call and replied me that I am not feeling well I could not attend the evening meeting today.

On Sat, Mar 28, 2020, 1:37 PM Sabeela <sabeela@ctc.org.pk> wrote:

From: Sabeela [mailto:sabeela@ctc.org.pk]

Sent: Friday, March 27, 2020 3:36 PM

To: 'ZARKOON, Shahjahan' <szarkoon@who.int>

Cc: 'Naila Nizam' <naila@ctc.org.pk>; 'BUGTI, Muhammad Anwar' <bugtim@who.int>; 'KHAN, Najeeb Ullah' <najkhan@who.int>; 'khalid@ctc.org.pk' <khalid@ctc.org.pk>; 'KASI, Arbab Niamat Ullah' <kasia@who.int>

Subject: FW: explanation letter

Dear Dr. Shahjahan,

With reference to below placed email regarding explanation reply of Ms. Fehmida. the said staff issued explanation on account of absenteeism.

the staff has shared her reply she stated that she informed you personally about her illness and due to her illness she was not able to attend evening meeting and left field during campaign.

please share your remarks and comments so that further action will be taken accordingly.

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: Fahmeda Sattar [<mailto:fahmeda.sattar739@gmail.com>]

Sent: Thursday, March 26, 2020 6:07 PM

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

Subject: Re: explanation letter

To,
Madam Sabeela,
Project Coordinator

Subject: Defence against
the show-cause
notice, about
Unapproved
Absenteeism.

Honorable Mam,

With due esteem, I pay my earnest gratitude to you for providing me a chance of saying few words in my defense. My this letter is in response to the explanation letter dated March 24th, 2020. I have stated my reasons below.

Mam, Since my nomination as a Union Council Polio Officer, I have been working day and night for this noble cause. Hence, I am confident that I am doing my best.

As for the complaint you have received, I did pay a visit in field in order to check teams and had also covered the Chronic Refusals. Besides, I had also apprised our PEO Mr. Shahjahan sb about my severe illness which abstained me from attending the evening meeting. Certainly, illness does not imply irresponsible attitude. But, upon my word, I assure you that nothing can compromise my commitment to this noble cause.

Regards.
Fahmeda sattar
UCPO Civil station Duki

On Wed, Mar 25, 2020, 4:57 PM Fahmeda Sattar <fahmeda.sattar739@gmail.com> wrote:

----- Forwarded message -----

From: **Fahmeda Sattar** <fahmeda.sattar739@gmail.com>

Date: Wed, Mar 25, 2020, 4:22 PM

Subject: Re: explanation letter

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

Acknowledged with thanks

On Wed, Mar 25, 2020, 4:17 PM Sabeela <sabeela@ctc.org.pk> wrote:

Dear Ms. Fehmida,

Please find in the attached file Your explanation letter on account of absenteeism.

kindly share your response within 48 hours.

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



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