

From: KHAN, Muneeba [mailto:khanmun@who.int]
Sent: Wednesday, June 10, 2020 6:23 PM
To: Imran Ali
Cc: MEMON, Junaid Gul; Iqra ramiz
Subject: Re: [EXT] RE: Iqra Rameez Explanation letter.

I called a meeting today with UCPO Iqra Ramiz.

Minutes of meeting/ important points which were discussed:

- * She apologised for her casual behaviour, and make sure she will be careful in future.
- * Regarding RSP card signature and submission, she said it was her first experience and she will be as vigilant as possible next time.
- * For no response on phone calls, she admitted her phone was not charged, and that she will try to reduce these types of communication gaps now.

- * Overall, I hope & I believe, that she will remain compliant with the duties assigned to her in future.

Regards,

Dr Muneeba
PEO Kemari Town

From: Imran Ali <imran.ali@ctc.org.pk>
Sent: 10 June 2020 17:21
To: KHAN, Muneeba <khanmun@who.int>
Cc: MEMON, Junaid Gul <memonj@who.int>
Subject: [EXT] RE: Iqra Rameez Explanation letter.

Dear Muneeba,

Please share your feedback on below response.

Regards,
Imran

From: Iqra ramiz [mailto:iqraramiz6@gmail.com]
Sent: Wednesday, June 10, 2020 12:11 PM
To: Imran Ali
Cc: KHAN, Muneeba; MEMON, Junaid Gul
Subject: Re: Iqra Rameez Explanation letter.

Respected All,

I apologize for my irresponsible and non serious behaviour this is my first time to sign RSP Zarparis DDM Card govt staff AC Harbour not responding on time takes 3 days for DDM Card sign & Stamp .

and 2nd dut to low battery my mobile has been off next time i will be careful

On Tue, Jun 9, 2020 at 4:19 AM Imran Ali <imran.ali@ctc.org.pk> wrote:

Dear Iqra,

Find attached your explanation letter. You are directed to submit your response within given timeline.

Regards,

Imran

From: KHAN, Muneeba [mailto:khanmun@who.int]

Sent: Thursday, June 4, 2020 11:33 AM

To: Iqra ramiz

Cc: MEMON, Junaid Gul; imran.ali@ctc.org.pk

Subject: Warning for non-compliance

Dear Iqra,

I want to bring your attention towards your irresponsible and non-compliant behaviour towards your duties.

Regarding RSP card, I called you yesterday 6 times but either your phone was switch off or you didn't receive my calls.

Also, you bring RSP card without stamping yesterday that also wasted a day.

Please be careful and vigilant now.

Regards,

Dr Muneeba
PEO Kemari Town



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**Dear Sir/Madam,
Kindly Find The Attachement**

**Thanks & Regards,
Iqra Ramiz
0304-3840715
Union Council Polio Officer
Uc-01 Bhutta Village**