

June 16th, 2020

Mr. Naveed Khan,
CNIC # 1730179501645,
UCPO - LARAMA,
Shah Alam - Peshawar - KP.

Subject: Change of Designation and TORs

Dear Naveed Khan,

This refers to your deployment contract with CHIP Training & Consulting for the position of Union Council Polio Officer (UCPO) at LARAMA - Shah Alam - Peshawar for PTPP Project.

As part of recent transformation agreed by Program stakeholder's, some designations of PTPP Project have been revised with change of roles and responsibilities.

In view of the above, I hereby inform you that your existing designation has been revised from Union Council Polio Officer (UCPO) to UC Polio Officer - Larama - Shah Alam - Peshawar w.e.f July 1st, 2020.

For this position you will be given new TORs of the PTPP Project. (*Attached is the TORs of UC Polio Officer Position*). However, all other terms and condition of your employment contract including your salary remain unchanged.

Thank you and looking forward to your valuable contribution towards achieving PEI objective.

Regards,



Naila Nizam
Project Manager

CC;

Personal File.

CHIP TRAINING & CONSULTING (PVT) LTD

CHIP House. Plot # 1, (Fayyaz Market) St # 9, G-8/2, Islamabad - Pakistan
Tel: +92 51 111 111 920, Fax: +92 51 228 00 81, Email: info@ctc.org.pk

www.ctc.org.pk