

Tehsil - Tamlige wala

CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Nazia shabeed				
Position	TPC - Sardar				
Date of Interview	20-July-2022				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	3	
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	Masters 2015 Urdu
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	5
Job Competence Assessment	Competence assessment through scenario based questions taken from ToRs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	6	
Job Knowledge	Knowledge of the position and ToRs s/he has applied for	Ask three questions on the job position and ToRs (2 marks each*3 questions)	6	3	
Computer Proficiency	Competence assessment through scenario based questions taken from ToRs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	3	average
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	3	
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	5	Perfect Urdu
Total Score			50		
Overall Remarks	<p>→ Distance from the applied Tehsil is 35 kms &amp; it takes 1 hour to reach here. → Not read TOR's -</p> <p>→ UCPO 2015 - 2021 → UC 74 - → Confident &amp; - Currently, UCSP in Tehsil TW. → Average</p>				
Interviewer's Signature	[Signature]				
Interviewer's Name					

Total: 10 years exp → 7 years related to health sector.

(✓)

Assessment Test For Selection of TPO

Time: 1 hour 30 Minutes  
Total Marks: 50

*Attempt all questions. The answers should be in asked format.*

**Instructions for Candidates:**

Welcome to the assessment centre, the test will approximately take around 2 hrs having 3 sections (Objective, Subjective and computer based questions) and will evaluate your understanding, data analysis and computer skills. **The test is to be attempted on the computer /laptop provided to you by the invigilator.**

Kindly save all your working on the desktop by creating a folder with the specific ID provided to you by the invigilator. Kindly conform with the instructions and address any queries you have to the invigilator.

**In case you are found cheating / hampering the process of assessment in any way your test assessment will be cancelled and you will become ineligible for any further positins under the program**

I agree to the guidelines of the assessment:

Candidate Roll No: \_\_\_\_\_ TPO 01 \_\_\_\_\_

Signature: \_\_\_\_\_

Mobile No: \_\_\_\_\_ 0313\6717592 \_\_\_\_\_

CNIC No: \_\_\_\_\_ 33106 19309280 \_\_\_\_\_

**Section A - MCQ's (10 Marks)**

Q.No.1: Please mark the statements as True or False (1 mark for each Total Marks -10)

Sr		Answer
1	Distributing Mosquito Nets is necessary part of polio campaigns	Fals ✓
2	During polio campaign OPV drops are given to all the less than five years old children	True ✓
3	Polio disease is caused by Mosquito Bites	Fals ✓
4	Improving personal hygiene & sanitation will result in decreasing polio cases	True ✓
5	Vitamin A cannot be given during polio campaigns	Fals ✓
6	Those refusing to vaccinate their children should be arrested by police	Fals ✓
7	Polio campaign in only for school going children	Fals ✓
8	Best way to deal with religious refusals is by involving religious leaders and molvis	True ✓
9	In social mobilization activities community influencer cannot be involved	Fals ✓
10	If someone asks the polio team about composition of polio drops it is better to tell them that we don't know	True X

### Section B - Writing & Presentation skills

Q.No.2)- You are working as TPO in your district. Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Balochistan.

Your Supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of district level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in your district?
2. Your Strategy to deal with Employees Surpluses in your district?

ANS\ Your Strategy to deal with Employees and I Interdeus to new polio program .

New polio program start becoused incressed polio cases,  
Our Pakistan .

We involved communtz infulencers social worker Molvies and our polio workers /  
Polio workers the backe boon of UC AND our field  
Maen issues refusel EPI refusels and again and again our polio campaigns .

Our field worke is good because our afferd and hard working appear in our uc and distrust  
And advised to our eploes work hard and p[olio training on foccuse befor campaign

Not relevant

1.5

2

Q,NO- 3 ) Kindly tell us some major issues related to Polio eradication in your district you have applied for? (Marks-010)

ANS\ Same major issues in our disdricct avairnes for polio becasse refusels EPI refusels

Peple do noknow about polio vaccen importans.

First of all tell us our people to polio vaccine and vaccine importance and rotein vaccinatin .

And ther well be arrange fileld meeting with social workrs molvies and comunity enfulcers and Villege of nmbrdar ,

Every month held meeting with comunity infulencers about polio and Epl vaccination .

Every month held meeting with vaccinatur and asv DDHO staff well ther held befor polio meeting with uc staff and discussed on ther issues .

And solved this issues and tell us our polio campign start totalwork of logistics compleat and field issues on the spot try to solved .

Q.NO-4). During your monitoring visit you have found that in BHU XYZ the vaccinator in using tOPV for routine immunization, what will you do? (10-Marks)

ANS\ During monitorig visit I found that in BHU the vaccinator in using Topv for rouine immunazation first tell us firs level boos ther notice and topv out of ILR back DDHO office TO DHO office transford .

And vaccinator advised donot use topv routine vaccination ,

s

### Section C: Computer Assessment (10 Marks)

Q. No.5: Use the data in table provided below using the MS excel reproduce the table and using excel formatting make the table looks exactly same as provided below & save the file. (Marks - 10)

Sr.	Province	Reasons for Missed Children <5 Years				Total
		No Team	Not available	Refusal	Other	
1	Punjab	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
3	NWFP	415	475	132	52	1,074
4	FATA	264	441	77	67	849
5	Balochistan	240	493	216	128	1,077
Pakistan (Total)		1,952	2,789	543	383	5,667

provinc	Reasons for missed children				
	NO Team	not availabal	Refusel	other	total
pujab	144	408	11	16	579
sindh	889	972	107	120	2088
NWFP	415	475	132	52	1074
FATA	264	441	77	67	849
BLOCHISTAN	240	493	216	128	1077
TOTAL PAKISTAN	1,950	2789	543	383	5,667

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*Syado*

CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Zahid Ali -				
Position	TPO - Saddar				
Date of Interview	20.7.2022				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	3	
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	MBA - Finance
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	Total: 18 years Health sector 10 years
Job Competence Assessment	Competence assessment through scenario based questions taken from ToRs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	6	
Job Knowledge	Knowledge of the position and ToRs s/he has applied for	Ask three questions on the job position and ToRs (2 marks each*3 questions)	6	4	
Computer Proficiency	Competence assessment through scenario based questions taken from ToRs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	4	
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	3	
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	6	Punjab Urdu English
Total Score	→ 23 June		50		
Overall Remarks	<p>→ currently, UCO - in UC 178 Tehsil City - and took rent house</p> <p>→ His own house is in Saddar</p> <p>→ UCPO → Nov 2013 - Feb 2021 → UC 173 - Tehsil Saddar</p> <p>→ UESP → 1 March - 15 Jun 2022</p>				
Interviewer's Signature	has worked in the same tehsil & has good understanding of the tehsil & challenges				
Interviewer's Name	naib strong communication skills				

As per claim → he is local

→ good understanding of Polio Program - Next page

→ good understanding of TOR's -

- good command on Excel &

Assessment Test For Selection of TPO

Time: 1 hour 30 Minutes  
Total Marks: 50

39.5

Attempt all questions. The answers should be in asked format.

Instructions for Candidates:

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I agree to the guidelines of the assessment:

Candidate Roll No: \_\_\_\_\_ TPO-04 \_\_\_\_\_

Signature: \_\_\_\_\_ Zahid ali \_\_\_\_\_

Mobile No: \_0346-7722190/03096365878 \_\_\_\_\_

CNIC No: \_33100-0861788-5 \_\_\_\_\_

Saddai\*

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Section A - MCQ's (10 Marks)

Q.No.1: Please mark the statements as True or False (1 mark for each Total Marks -10)

(10)

Sr		Answer
1	Distributing Mosquito Nets is necessary part of polio campaigns	False ✓
2	During polio campaign OPV drops are given to all the less than five years old children	True ✓
3	Polio disease is caused by Mosquito Bites	False ✓
4	Improving personal hygiene & sanitation will result in decreasing polio cases	True ✓
5	Vitamin A cannot be given during polio campaigns	False ✓
6	Those refusing to vaccinate their children should be arrested by police	False ✓
7	Polio campaign in only for school going children	False ✓
8	Best way to deal with religious refusals is by involving religious leaders and molvis	True ✓
9	In social mobilization activities community influencer cannot be involved	False ✓
10	If someone asks the polio team about composition of polio drops it is better to tell them that we don't know	False ✓

### Section B - Writing & Presentation skills

**Q.No.2)-** You are working as TPO in your district. Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Balochistan.

Your Supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of district level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in your district?
2. Your Strategy to deal with Employees Surpluses in your district?

**Answer.**

To,  
The Supervisor,  
Polio Program,  
Balochistan.

1. Strategy to deal with shortage of Employees in the District.

Following strategies should be implemented to cope with the shortage of employees to do the campaigns in effective manner.



- ✓ 1: As we have shortage of employees in the Province Balochistan, I request you to hire new employees as soon as possible for the betterment of the program and to eradicate the polio from the country as soon as possible.
- 2: Shortage of employees is a serious problem due to this we are unable to achieve the desired goals.
- 3: New employees should be hired on urgent basis. So please advertise as soon as possible.
- 4: New staffing should be on contract basis and their remuneration should be on daily basis.
- 5: New staffing should involve 100% local from the union council levels and female ✓ are also engaged in the program to make access in the house to vaccinate the children.

2: Strategies to deal with Surplus employees in the district.

As part of any layoff plan, the organization also need to develop an appropriate strategy for managing the survivors a key management needs the following strategies to handle with the surplus staffing in the organization.

- 1: surplus employees should be given a notice of one month so that they arrange an other job during this period.
- 2: Employees should be engaged in another project.

Q,NO- 3 ) Kindly tell us some major issues related to Polio eradication in your district you have applied for? (Marks-010)

Answer.

Major Issues of the District Faisalabad.

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- 1: Faisalabad is an industrail city so people from all the country move around all the year, specially from KPK and tribal areas for the lovelihood as well as seasonal business. All these belong to HR areas of the Pakistan. These causes the spread of the virus.
- 2: there is large number of HRMP population in the district Faisalabad. Their movement is also a problem of virus spread as they did not stay at one place.
- 3: More number of NAs during the campaign and large number of guests.
- 4: lack of education of the middle class people.
- 5: lack of community awareness in the hard to reach areas.
- 6: lack of health facilities in the remote areas of the district Faisalabad.
- 7: Lack of IPC skills of the teams working in the field.
- 8: lack of communication activities.
- 9: Micro planning is not being validated properly by the authurities due to this missed areas are observed during the campaign.
- 10: lack of cooperation between religious leaders and DHMT.

Q.NO-4). During your monitoring visit you have found that in BHU XYZ the vaccinator is using tOPV for routine immunization, what will you do? (10-Marks)

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Answer:

During monitoring if I observe the use of TOPV for routine immunization first of all I will ask the vaccinator why he is using the TOPV as this is switched off in July 2015, and we claimed that there is no case of type2 in the Pakistan. After that I will share my observation with the DHMT to take strict action against the vaccinator so that we can stop the break out of the type2 polio virus.

Report for the use of TOPV in routine Immunization

To,

Chief executive Officer,

District Health Authority (DHA),

Faisalabad,

Subject: Use of TOPV by the vaccinator of the BHU XYZ.

Sir,

During my monitoring visit to the BHU of XYZ I observed that the vaccinator is using the TOPV in routine immunization as you know that this type of polio vaccine is switched off in July, 2015. This act of the vaccinator causes the break out of the type 2 polio virus. So please take a strict action against the vaccinator as he committed a serious mistake.

Regards,

Zahid Ali

TPO- Sadar.

Section C: Computer Assessment (10 Marks)

Q. No.5: Use the data in table provided below using the MS excel reproduce the table and using excel formatting make the table looks exactly same as provided below & save the file. (Marks - 10)


Sr.	Province	Reasons for Missed Children <5 Years				
		No Team	Not available	Refusal	Other	Total
1	Punjab	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
3	NWFP	415	475	132	52	1,074
4	FATA	264	441	77	67	849
5	Balochistan	240	493	216	128	1,077
<b>Pakistan (Total)</b>		<b>1,952</b>	<b>2,789</b>	<b>543</b>	<b>383</b>	<b>5,667</b>

Sr.	Province	Reason for Missed Children < 5 Years				
		No Team	Not available	Refusal	Other	Total
1	Punjab	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
3	NWFP	425	475	132	52	1,074
4	FATA	264	441	77	67	849
5	Balochistan	240	493	216	128	1,077
<b>Pakistan (Total)</b>		<b>1,952</b>	<b>2,789</b>	<b>534</b>	<b>383</b>	<b>5,667</b>

10

Age: 43

Local City  
as per CNIC

CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Imraan Hamid				
Position	TPO - City				
Date of Interview	20-July-2022				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	2	
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	<u>MCS</u>
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	Total: 20 years Health: 
Job Competence Assessment	Competence assessment through scenario based questions taken from ToRs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	7	
Job Knowledge	Knowledge of the position and ToRs s/he has applied for	Ask three questions on the job position and ToRs (2 marks each*3 questions)	6	4	
Computer Proficiency	Competence assessment through scenario based questions taken from ToRs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	3	
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	3	
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	6	Punjabi Urdu English
Total Score			50		
Overall Remarks	<p>Currently UCSP in faislabad city since 1 March                      - UCPO -&gt; DC 231 - Tehsil City -                      - has good understanding of the area dynamics                      - knows the challenges -                      - has read the TORs and has fair understanding</p>				
Interviewer's Signature	Maile Nizan				
Interviewer's Name					

→ Program Polio - good  
 → average Computer skills  
 → He is local

Assessment Test For Selection of TPO

Time: 1 hour 30 Minutes  
Total Marks: 50

34

*Attempt all questions. The answers should be in asked format.*

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I agree to the guidelines of the assessment:

Candidate Roll No: \_\_o5\_\_\_\_\_

Signature: \_\_Imran hamid\_\_\_\_\_

Mobile No: \_\_03006656545\_\_\_\_\_

CNIC No: \_\_3310009607687\_\_\_\_\_

o5

Section A - MCQ's (10 Marks)

Q.No.1: Please mark the statements as True or False (1 mark for each Total Marks -10)

Sr		Answer
1	Distributing Mosquito Nets is necessary part of polio campaigns	FALSE
2	During polio campaign OPV drops are given to all the less than five years old children	TRUE
3	Polio disease is caused by Mosquito Bites	FALSE
4	Improving personal hygiene & sanitation will result in decreasing polio cases	TRUE
5	Vitamin A cannot be given during polio campaigns	
6	Those refusing to vaccinate their children should be arrested by police	FALSE
7	Polio campaign in only for school going children	FALSE
8	Best way to deal with religious refusals is by involving religious leaders and molvis	TRUE
9	In social mobilization activities community influencer cannot be involved	FALSE
10	If someone asks the polio team about composition of polio drops it is better to tell them that we don't know	FALSE

### Section B - Writing & Presentation skills

Q.No.2)- You are working as TPO in your district. Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Balochistan.

Your Supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of district level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in your district?

Ans. WE CAN FULFILL THE SHORTAGE WITH VOLUNTIER AS GIVEN THEM ORIENTATION AND CONFIDENCE TO TO DO WORK TO ERADICATE THE POLIO IN OUR CUNTRY BECAUSE IT IS OUR MORAL DUTIES. THIS PRACTICE SHOULD DO AT ALL UC WHERE SHORTAGE OF CURRENT WORK FORCE.

2. Your Strategy to deal with Employees Surpluses in your district?

ANS. SURPLUSES EMPLOTEES SHOULD BE RATIONOLIZED AND CAN BE DEPUTED WHERE IS NEED AS PER GIVEN GUIDLINE.

Q.NO- 3 ) Kindly tell us some major issues related to Polio eradication in your district you have applied for? (Marks-010)

ANS -3. ROUTINE IMMUNIZATION IS WEEK WHICH SHOULD IMPROVE.

HRMP POPULATION IS INCREASING IN THIS DISTRICT SO ALL DATA SHOULD BE UPDATED.  
MONITORING AND SURVILANCEIS WEEK WHICH SHOULD MORE BATTER.  
MOST MEMBER ARE VOLUNTIER TRAINING OF FLW AND SUPERVISOR SHOULD BE MORE EFFECTVE.

Q.NO-4). During your monitoring visit you have found that in BHU XYZ the vaccinator in using tOPV for routine immunization, what will you do? (10-Marks)

ANS-4 .FIRST OF ALL I WILL SAY TO STOP THE USING OF TOPV THEN INFORM TO RELEATED DISTRICT OFFICERS IS IT ORDERED OR NOT FOR FURTHER PROCEED.

**Section C: Computer Assessment (10 Marks)**

Q. No.5: Use the data in table provided below using the MS excel reproduce the table and using excel formatting make the table looks exactly same as provided below & save the file. (Marks - 10)

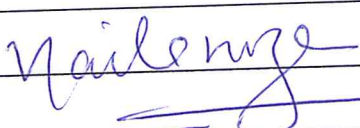
Sr.	Province	Reasons for Missed Children <5 Years				
		No Team	Not available	Refusal	Other	Total
1	Punjab	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
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Pakistan (Total)		1,952	2,789	543	383	5,667

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5	Blochistan	240	493	216	128	1077
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10

✓



CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Ivshad Ali				
Position	TPO -				
Date of Interview	20 July 2017				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	3	
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	MSc
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	Total : 20 Health : 16
Job Competence Assessment	Competence assessment through scenario based questions taken from ToRs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	6	
Job Knowledge	Knowledge of the position and ToRs s/he has applied for	Ask three questions on the job position and ToRs (2 marks each*3 questions)	6	4	
Computer Proficiency	Competence assessment through scenario based questions taken from ToRs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	3	average
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	3	
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	4	
Total Score			50		
Overall Remarks	<p>UCPO 2013 - 2021 - UC 182 - Tehsil - city.</p> <p>→ Currently, UCSP → in city</p> <p>→ knows Tehsil challenges</p> <p>→ good understanding of TOR'S.</p> <p>→ Focal Person - UCSP → UCPO</p>				
Interviewer's Signature					
Interviewer's Name					

Assessment Test For Selection of TPO

Time: 1 hour 30 Minutes

Total Marks: 50

*Attempt all questions. The answers should be in asked format.*

37.5

Instructions for Candidates:

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I agree to the guidelines of the assessment:

Candidate Roll No: \_\_\_\_\_ TPO-08 \_\_\_\_\_

Signature: \_\_\_\_\_ m.Irshad Ali \_\_\_\_\_

Mobile No: \_\_\_\_\_ 03006632998 \_\_\_\_\_

CNIC No: \_\_\_\_\_ 33100-0714724-1 \_\_\_\_\_

city

Section A - MCQ's (10 Marks)

Q.No.1: Please mark the statements as True or False (1 mark for each Total Marks -10)

Sr		Answer
1	Distributing Mosquito Nets is necessary part of polio campaigns	False ✓
2	During polio campaign OPV drops are given to all the less than five years old children	True ✓
3	Polio disease is caused by Mosquito Bites	False ✓
4	Improving personal hygiene & sanitation will result in decreasing polio cases	True ✓
5	Vitamin A cannot be given during polio campaigns	False ✓
6	Those refusing to vaccinate their children should be arrested by police	False ✓
7	Polio campaign in only for school going children	False ✓
8	Best way to deal with religious refusals is by involving religious leaders and molvis	True ✓
9	In social mobilization activities community influencer cannot be involved	False ✓
10	If someone asks the polio team about composition of polio drops it is better to tell them that we don't know	False ✓

### Section B - Writing & Presentation skills

Q.No.2)- You are working as TPO in your district. Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Balochistan.

Your Supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of district level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in your district?

Answer.

To,

Supervisor  
Polio Officer  
FSD

Subject: Shortage of Employees in District Faisalabad

Respected Sir,

It is stated hourly cited above Faisalabad is very big district .It has big city 4 towns and 5 Tehsils. It has 289 union council's, city 113, sadar 48, Tandliwala 28.Samundri, 28.Jaranwal 57 and Jhumra are 15.

That is why in big District working Employees are very short and not monitors the whole uc,s. Please sir I requested to you sir we need more staff to monitored and support the district. Please recruited the new workerto fulfill according to our need sir.

Other the Polio Is circulating in the Pakistan and Pakistan still fail to eradicate the polio virus. We need more technical staff. I am very Thankful to you.

Regard,  
TPO-City FSD

2

2. Your Strategy to deal with Employees Surpluses in your district5

Answer.

To,

Supervisor  
Polio Officer  
FSD

Subject: Surplus of Employees in District Faisalabad

Respected Sir,

It is stated hourly cited above Faisalabad is high but I request you staff is very high, but request you minimize the staff,

Regard,  
TPO-City FSD

2.5

Q.NO- 3 ) Kindly tell us some major issues related to Polio eradication in your district you have applied for? (Marks-010)

Answer. 1- Poor EPI Coverage

2- Poor polio Campaign

3- poor supervision of the polio team.

4- AFP surveillance not according to standrd.

5- Poor Micro-planing not sesus all the under 5 years children recorded on the Micro-plan

6-UPEC meeting not arrange by UC level staff according to requirement.

7-Mostly polio worker are voulunter and change in every campaign.

8-Evening review meeting not properly arrage by Supervisors.

9-Need stongeAFP orientation to Health care Provider.

10-Need stonge coverage straitegy of NA same day NA and still NA coverage.

11-Need sronge evolution policy to check and Balance.

12.Need good and well taining of Front line Workers.

13-Zero dose recorded and coverage policy'

14-Need Mop up policy

Q.NO-4). During your monitoring visit you have found that in BHU XYZ the vaccinator in using tOPV for routine immunization, what will you do? (10-Marks)

Ans. Topv vaccine not Allowed to use during routine Immunization. Only vaccinator now a day using bivant vaccine. If Vccinator is using a topv vaccine than as a TPO I immediately inform to our supervisor and share the observation to tehsil supervisor,

2- Immediately stop of using the vaccine.

3- I will take all these vials of vaccine in our control and all vaccine vials and submitted to the main office.

7

7

4- I will also going training not use of these type of vaccine, because this is a crime of using topv vaccine.

5- Then We will check all his stock and if find any other vial then will take in our control.

6- Then we will make a plan to check all district BHU,s and doing activities to find topv vials of other BHU,s.

7- Strong Monitoring policy adopted to check and control the topv vaccine.

**Section C: Computer Assessment (10 Marks)**

Q. No.5: Use the data in table provided below using the MS excel reproduce the table and using excel formatting make the table looks exactly same as provided below & save the file. (Marks - 10)

Sr.	Province	Reasons for Missed Children <5 Years				
		No Team	Not available	Refusal	Other	Total
1	Punjab	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
3	NWFP	415	475	132	52	1,074
4	FATA	264	441	77	67	849
5	Balochistan	240	493	216	128	1,077
Pakistan (Total)		1,952	2,789	543	383	5,667

Sr.	Province	Reason for Missed Children <5 Years				
		No Team	Not Available	Refusal	Other	Total
1	Punjan	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
3	NWFP	415	475	132	52	1,074
4	FATA	264	441	77	67	849
5	Blochistan	240	493	216	128	1,077
Pakistan (Total)		1,952	2,789	543	383	5,667

10

CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Mudassar Iqbal. <i>Non Local</i>				
Position	TPO - Saddar. <i>as per CNIC.</i>				
Date of Interview	20-7-2022. <i>(Tehsil Mah Jouna).</i>				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	2.5	
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	Master's in Economics
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	9 years in Health Sector
Job Competence Assessment	Competence assessment through scenario based questions taken from ToRs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	9	He already knows about the field as he's taking out Tehsil related activities
Job Knowledge	Knowledge of the position and ToRs s/he has applied for	Ask three questions on the job position and ToRs (2 marks each*3 questions)	6	4	
Computer Proficiency	Competence assessment through scenario based questions taken from ToRs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	3	Average
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	4	Previously a <i>achiever</i> performer. He has <i>learned</i> to learn in <i>transitions</i> situations
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	6	Good <i>communication</i> skill. <i>Proficient</i> Urdu, English. <i>enhanced</i> his <i>capacity</i>
Total Score			50	41	
Overall Remarks	He was <del>performing</del> <i>working</i> as a UCSP but was performing all other duties in <i>absence</i> of as perets no TPO.				
Interviewer's Signature	<i>[Signature]</i>				
Interviewer's Name	Syed Ishtiaq Hussain				

Time: 1 hour 30 Minutes  
Total Marks: 50

35

*Attempt all questions. The answers should be in asked format.*

**Instructions for Candidates:**

Welcome to the assessment centre, the test will approximately take around 2 hrs having 3 sections (Objective, Subjective and computer based questions) and will evaluate your understanding, data analysis and computer skills. **The test is to be attempted on the computer /laptop provided to you by the invigilator.**

Kindly save all your working on the desktop by creating a folder with the specific ID provided to you by the invigilator. Kindly conform with the instructions and address any queries you have to the invigilator.

In case you are found cheating/ hampering the process of assessment in any way your test assessment will be cancelled and you will become ineligible for any further positins under the program

I agree to the guidelines of the assessment:

Candidate Roll No: TPO 09

Signature: Mudassar iqbal

Mobile No: 0304 6787872

CNIC No: 3310126539175

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2

**Section A - MCQ's (10 Marks)**

Q.No.1: Please mark the statements as True or False (1 mark for each Total Marks -10)

Sr		Answer
1	Distributing Mosquito Nets is necessary part of polio campaigns	FALSE
2	During polio campaign OPV drops are given to all the less than five years old children	True
3	Polio disease is caused by Mosquito Bites	False
4	Improving personal hygiene & sanitation will result in decreasing polio cases	True
5	Vitamin A cannot be given during polio campaigns	True
6	Those refusing to vaccinate their children should be arrested by police	True
7	Polio campaign is only for school going children	False
8	Best way to deal with religious refusals is by involving religious leaders and molvis	True
9	In social mobilization activities community influencer cannot be involved	False
10	If someone asks the polio team about composition of polio drops it is better to tell them that we don't know	True

### Section B - Writing & Presentation skills

Q.No.2)- You are working as TPO in your district. Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Balochistan.

Your Supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of district level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in your district?
2. Your Strategy to deal with Employees Surpluses in your district?

Ans : My strategy to deal with employees shortages are higher the new staff with permission of district /head office on daily basis and utilized them such as voluntary staff / ddm staff and also motivated the available staff and focus on work and Strengthen the EPI program SIA activities and AFP surveillance and mop up activities

Ans 2 My strategy to deal with surplus staff ; I can used them in other activity and extra help I can used them in social mobilization and community awareness session and helped them with focus on EPI work and clustering and AFP surveillance.

Q.NO- 3 ) Kindly tell us some major issues related to Polio eradication in your district you have applied for? (Marks-010)



Q3 ans ; 1 ;large city and large movement of population.

My district included in very big cities with 289 UC and over 13 lakh targeted child also industrial city and large movement of population accured .

2 ;HIGH RISK POPULATION.

In My district very large no s of high risk population present and their movement is a very big chance of spread of polio virus.

3 ;large no of AFP CASE and fail of LQAS .

In my district large no of AFP case are reported and some of lot also failed that's way this also a big major issue.

4 LOW EPI WORK

Our district EPI work is very poor and also found some missed area and uncovered population exist.

5 :Un Hygienic derange system and mal nutrition in children in some areas and large no of Still NA child also very big issued .our district have in large no of NA children after campaign and they are very big risk of polio program.

Q.NO-4). During your monitoring visit you have found that in BHU XYZ the vaccinator in using tOPV for routine immunization, what will you do? (10-Marks)

ANS :I will collect all the vaccine of t opv from vaccinator and inform the AVS and DDOH of concern tehsil .collect pics required data and shared immediately with my immunization officer and also checked the BHU of xyz and immediately planned and checked all the tehsil BHUs and ZCDs and vaccinator and health house also.

### Section C: Computer Assessment (10 Marks)

Q. No.5: Use the data in table provided below using the MS excel reproduce the table and using excel formatting make the table looks exactly same as provided below & save the file. (Marks - 10)

Sr.	Province	Reasons for Missed Children <5 Years				
		No Team	Not available	Refusal	Other	Total
1	Punjab	144	408	11	16	579
2	Sindh	889	972	107	120	2,088
3	NWFP	415	475	132	52	1,074
4	FATA	264	441	77	67	849
5	Balochistan	240	493	216	128	1,077
Pakistan (Total)		1,952	2,789	543	383	5,667

Sr.	Province	Reason for missed children <5 year				Total
		NO Team	not available	Reusals	Others	
1	punjab	144	408	11	16	579
2	sindh	889	972	107	120	2088
3	NWFP	415	475	132	52	1074
	FATA	264	441	77	67	849
5	Balochistan	240	493	216	128	1077
	pakistan (Total)	1952	2789	543	383	5667



CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Shahar Hussain Zafar				
Position	TPO				
Date of Interview	20/7/2022				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	2	Satisfactory
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	MA Political Science
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	12 years Total 8 years (Health)
Job Competence Assessment	Competence assessment through scenario based questions taken from TORs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	6	He had partial info related to situation based questions
Job Knowledge	Knowledge of the position and TORs s/he has applied for	Ask three questions on the job position and TORs (2 marks each*3 questions)	6	4	Microplan Intra Country Routine Self-pace - Govt. work
Computer Proficiency	Competence assessment through scenario based questions taken from TORs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	3	Recall Basic Basic understanding
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	4	Commitment Local Creativity
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	4	He had a satisfactory in response
Total Score			50	35	in response to the questions
Overall Remarks	He had partial understanding upon situation based questions. Lacked in communication skills.				
Interviewer's Signature					
Interviewer's Name	Syed Ishtiaq Hussian				

Local

Partial info related to situation based questions

Basic understanding

He had a satisfactory in response

in response to the questions

(10)

Assessment Test For Selection of TPO

Time: 1 hour 30 Minutes  
Total Marks: 50

Attempt all questions. The answers should be in asked format.

Instructions for Candidates:

Welcome to the assessment centre, the test will approximately take around 2 hrs having 3 sections (Objective, Subjective and computer based questions) and will evaluate your understanding, data analysis and computer skills. The test is to be attempted on the computer /laptop provided to you by the invigilator.

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In case you are found cheating / hampering the process of assessment in any way your test assessment will be cancelled and you will become ineligible for any further positins under the program

I agree to the guidelines of the assessment:

Candidate Roll No: \_\_\_\_\_ TPO-10

Signature: s.h.zafar \_\_\_\_\_

Mobile No: \_\_\_\_\_ 0321-4641803 \_\_\_\_\_

CNIC No: \_\_\_\_\_ 33100-0596662-9

zzzQ's  
(10 Marks)arks -10)

(10)

Sr		Answer
1	Distributing Mosquito Nets is necessary part of polio campaigns	False ✓
2	During polio campaign OPV drops are given to all the less than five years old children	True ✓
3	Polio disease is caused by Mosquito Bites	false ✓
4	Improving personal hygiene & sanitation will result in decreasing polio cases	True ✓
5	Vitamin A cannot be given during polio campaigns	False ✓
6	Those refusing tottttt vaccinate their children should be arrested	False ✓

	by police	
7	Polio campaign in only for school going children	False ✓
8	Best way to deal with religious refusals is by involving religious leaders and molvis	True ✓
9	In social mobilization activities community influencer cannot be involved	False ✓
10	If someone asks the polio team about composition of polio drops it is better to tell them that we don't know	false ✓

### Section B - Writing & Presentation skills

**Q.No.2)-** You are working as TPO in your district. Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Balochistan.

Your Supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of district level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in your district?
2. Your Strategy to deal with Employees Surpluses in your district?

First I arranged the volunteer to overcome the shortage of worker, fully train them and deploy them to their local areas. follow up them regarding neap indicators and updated trainings methology. will be remain coordinated with supervisor regarding employes issues,

Q,NO- 3 ) Kindly tell us some major issues related to Polio eradication in your district you have applied for? (Marks-010)

There are issues related polio eradication'. low coverage of still missed children; refusal children ratio, community mobilization not up to mark. polio teams training not up to the mark. microplan for sia not sufficient. low coverage of routine epi and slow response of surveillance of aip,

Q.NO-4). During your monitoring visit you have found that in BHU XYZ the vaccinator in using tOPV for routine immunization, what will you do? (10-Marks)

First of all I will forbid him to that and then report it to my supervisor. i also will check all the bhui, vaccine carriers and other related items if there is no vials of topv present. finally maintained a brief report of that negligently and submitted it to my supervisor for further action.

### Section C: Computer Assessment (10 Marks)

Q. No.5: Use the data in table provided below using the MS excel reproduce the table and using excel formatting make the table looks exactly same as provided below & save the file. (Marks - 10)

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