

Dear Naila,

Attached offer letters are ok to be shared with the individuals; correction is made in gross salary amount.

The offer letters will be shared with three selected individuals and they will be taken on board effective 1<sup>st</sup> August 2022 while the contract end date would be 31<sup>st</sup> Dec 2022 (**5 months contract**).

Also the attached SOPs are ok to be shared with the individuals.

Please be informed that KPK-Provincial HR must be in loop while communicating the contracts and SOPs with selected individuals. Also they should be part of the briefing where the selected staff would be guided about the procedures for availing medical facility and processing of their Travel Claims or for any other administrative guidelines.

Best Regards,

khalida

**From:** Naila Nizam <[naila.nizam@chipconsulting.org](mailto:naila.nizam@chipconsulting.org)>

**Sent:** Friday, July 22, 2022 4:46 PM

**To:** PARVEEN, Khalida <[parveenk@who.int](mailto:parveenk@who.int)>

**Cc:** AHMAD, Shakeel Muhammad Saleem <[ahmadsh@who.int](mailto:ahmadsh@who.int)>; irfan@ctc.org.pk; ZAHEER,

Bilal <[zaheerbi@who.int](mailto:zaheerbi@who.int)>; [ishtiaq.hussain@chipconsulting.org](mailto:ishtiaq.hussain@chipconsulting.org)  
**Subject:** [EXT] RE: Contract Template EDP Project

Dear Khalida,

Please find the attached DSO and IO contract templates for perusal.

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

Regards,

Naila Nizam

Senior Manager

CHIP Training & Consulting (Pvt) Ltd.

Plot 1, Street 9, G-8/2, Islamabad, Pakistan.

Tel: +92-51-111-111-920, Cell:[0345-8566181](tel:0345-8566181)