


CHIP Training and Consulting (Pvt) Ltd
LEAVE APPLICATION FORM-FTPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Mohammad Nadeem Tanoli
Designation	UCPO
CNIC No.	13101-2021071-3
District UC	Abbottabad - Cant
Leave application date	31-03-2020

SECTION 2: DETAILS OF LEAVE	
Reason of Leave Applied for (Tick in appropriate box):	
<input type="checkbox"/> Hajj	<input type="checkbox"/> Umrah/ Ezarat
<input type="checkbox"/> Chirkah, Tableegh, Extikaf	<input type="checkbox"/> Christmas, Diwali
<input type="checkbox"/> Study/ Exams	<input type="checkbox"/> Maternity
<input type="checkbox"/> Family Wedding	<input type="checkbox"/> Self-Wedding
<input checked="" type="checkbox"/> Immediate Family Death	<input type="checkbox"/> Self-Sick Leave
<input type="checkbox"/> Immediate Family-Sick Leave	<input type="checkbox"/> Accident/ Sickness-while at work
<input type="checkbox"/> Accident/ Sickness-while not at work	<input type="checkbox"/> Emergency Leave
<input type="checkbox"/> Vacations	<input type="checkbox"/> Others
Number of Days Leave Applied for: _____	
Leave start date 31-03-2020	Leave end date 01-04-2020
OIC Name and designation: Miqdad Ali (AFP Focal Person - EPI Tec)	
Employee signature 	Date 31-03-2020
PEC endorsement Dr. Tayyiba Muntoz	Date 31-03-2020
FTI endorsement _____ For more than Two weeks	Date _____
CTC final approval _____	Date _____
CTC Remarks, if any _____	

NOTE: Leaves during campaign days are NOT allowed