

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

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Syed Shahin Shah
Designation	UCPO
CNIC No.	17102-1147135-9
District/UC	Harichand District Charsadda
Leave application date	11-06-2019

SECTION 2: DETAILS OF LEAVE	
Reason of Leave Applied for (Tick in appropriate box)	
<input type="checkbox"/> Hajj	<input type="checkbox"/> Umrah/Ziarat
<input type="checkbox"/> Chillah, Tableegh, Ehtikaf	<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 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(Family accident)
<input checked="" type="checkbox"/> Vacations	<input type="checkbox"/> Others
Number of Days Leave Applied for: 2	
Leave start date: 13/06/2019	Leave end date: 14/06/2019
OIC Name and designation: Dr Kamran Kamal & Dr Ijaz PEOs	
Employee signature: <i>Syed Shahin Shah</i>	Date: 11/06/19
PEO endorsement: <b>CHECKED</b> PEO-CHARSADDA-I	Date: 11/06/19
PTL endorsement: <u>Dr. M Aijaz Khan</u> Name: <u>Dr. M Aijaz Khan</u> Signature: <i>Aijaz</i>	Date: _____
CTC final approval: _____	Date: _____

CTC Remarks, if any \_\_\_\_\_

**NOTE: Leaves during campaign days are NOT allowed**