**FW: Request for Leave..**

|  |  |
| --- | --- |
| From | [**Naila Nizam**](mailto:naila@ctc.org.pk) |
| To | [**hareem@ctc.org.pk**](mailto:hareem@ctc.org.pk) |
| Date | **Today 04:32** |

**Message Body**

**From:** Dr Nida Ali [mailto:divsoislamabad@gmail.com]  
**Sent:** Monday, December 14, 2020 2:22 PM  
**To:** ikjunaid.khan@gmail.com  
**Cc:** AHMED, Sumaira; Naila; Tahawur Khaleeq  
**Subject:** Re: Request for Leave..

Dear Ikram

Your leave will be approved, however send the request on a designated sheet for processing of your leave request.

Regards

Dr Nida Ali

Area Coordinator

WHO - Islamabad

On Mon, Dec 14, 2020 at 8:35 AM Tahawur Khaleeq <[tak.ghazi@gmail.com](mailto:tak.ghazi@gmail.com)> wrote:

Respected Ma'am

UCPO Ikramullah has requested for 4 days leave due to family reasons. I am recommending these and forwarding for your kind approval and guidance please.

Regards

Dr Tahawur Abbas Khaleeq  
Polio Eradication Officer Islamabad (WHO)

---------- Forwarded message ---------  
From: **Ikram Ullah Juniad** <[ikjuniad.khan@gmail.com](mailto:ikjuniad.khan@gmail.com)>  
Date: Sun, Dec 13, 2020, 21:51  
Subject: Request for Leave..  
To: <[tak.ghazi@gmail.com](mailto:tak.ghazi@gmail.com)>

Respected Sir,

It is stated that I have an urgent work/Emergency at home ,so I request you to grant me 4 days  leave from 15th December 2020 to 18th December 2020..

I will be grateful to you for the approval..

Mr Ahsin UCPO will do duty of Surveillance in PIMS on the said date..

Regards

Ikram UCPO Surveillance PIMS

Mr Ahs