

Leave Application Form

The UPEC Chairman

SUBJECT: Application for (Sick / Medical / Annual / wedding / Maternity / Domestic
Umrah / Haji / Emergency) Leave
(Note: Circle the type of leave)

Respected Sir/Madam,

It is stated that, I KHALID WASEEM working as UC Polio Officer in
union council **Deh Bahadar** request for leave for a period of 03 days,
starting from 17 DEC 2020 to 19 DEC 2020 on account of the
Subject cited above.

Name: KHALID WASEEM
Designation: UC Polio Officer
Code: _____
CNIC No: 17201-5637833-7
Union Council: Deh Bahadar

Comments from UPEC Chairman: -

The above leave request is hereby Endorsed / Recommended
by _____ comments that the requested leave will
not affect the progress of the program and planned activities
during the requested leave period.

Signature: _____

Comments of _____/PC/HRO/DHCSO:

Signature: _____