4 days leave approved..

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**From:** Ateeq Afridi <ateeqafridi421@gmail.com>  
**Sent:** Monday, March 14, 2022 7:00:44 PM  
**To:** Laiba Saeed <laiba@ctc.org.pk>  
**Cc:** KHURSHID, Muhammad Naveed <khurshidm@who.int>; awais@ctc.org.pk <awais@ctc.org.pk>; Shahid Ali <shahidali@ctc.org.pk>; KAMAL, Muhammad <kamalmu@who.int>  
**Subject:** [EXT] Re: Leave Request

Kindly find the attached screenshot in which Mr Awais mentioned 13 leave balance in which i availed 5 leaves in December from 21-12-2021 to 25-12-2021

On Mon, Mar 14, 2022, 6:21 PM Ateeq Afridi <[ateeqafridi421@gmail.com](mailto:ateeqafridi421@gmail.com)> wrote:

Greetings Madam i confirmed yesterday from Mr shahid about my leave balance of last year.

On Mon, Mar 14, 2022, 4:24 PM Laiba Saeed <[laiba@ctc.org.pk](mailto:laiba@ctc.org.pk)> wrote:

Dear Ateeq,

Please be informed that you have only 4 days leave balance remaining. If you proceed to avail 5 days leave, 1 day will be deducted from your salary.

Regards,

Laiba Saeed

Project Associate

**From:** Ateeq Afridi [mailto:[ateeqafridi421@gmail.com](mailto:ateeqafridi421@gmail.com" \t "_blank)]   
**Sent:** Monday, March 14, 2022 3:36 PM  
**To:** KAMAL, Muhammad  
**Cc:** KHURSHID, Muhammad Naveed; [awais@ctc.org.pk](mailto:awais@ctc.org.pk); Shahid Ali; Laiba Saeed  
**Subject:** Leave Request

Greetings  Dear sir  from the last 2 months of continuous activities  i feel exhausted and also have domestic pendencies. therefore kindly grant me 5 days leave from 15-03-2022 to 19-03-2022.

i already confirmed from ctc about last year leave balance which is 7 days which will expire on 31-03-2022

i will be very thankful to you

Ateeq Ur Rehman

UCPO

UC: Deri Baghbanan