

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

SECTION 1: APPLICANT'S DETAILS

Employee Name	NAJIBA
Designation	UCPO
CNIC No.	21303-4574478-0
District/UC	Kurram / shingak
Leave application date	29-08-2019

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 checked="" type="checkbox"/>	Study/Exams	<input checked="" 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
<input type="checkbox"/>	Vacations	<input type="checkbox"/>	Others

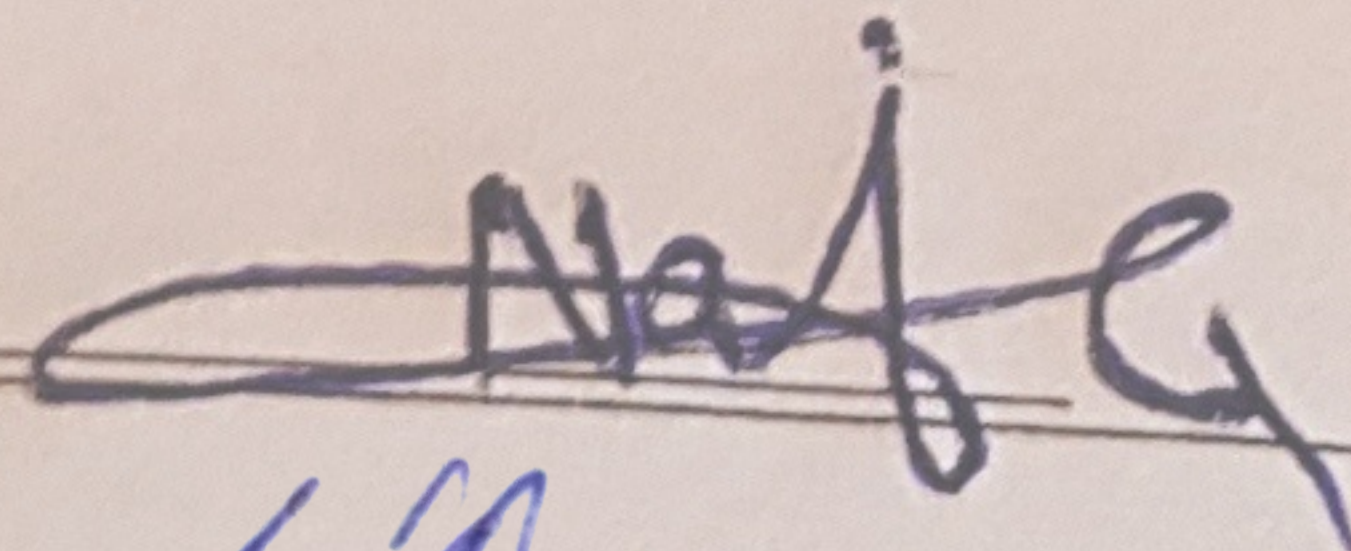
Number of Days Leave Applied for: 50 days

Leave start date: 11-09-2019

Leave end date: 30-10-2019

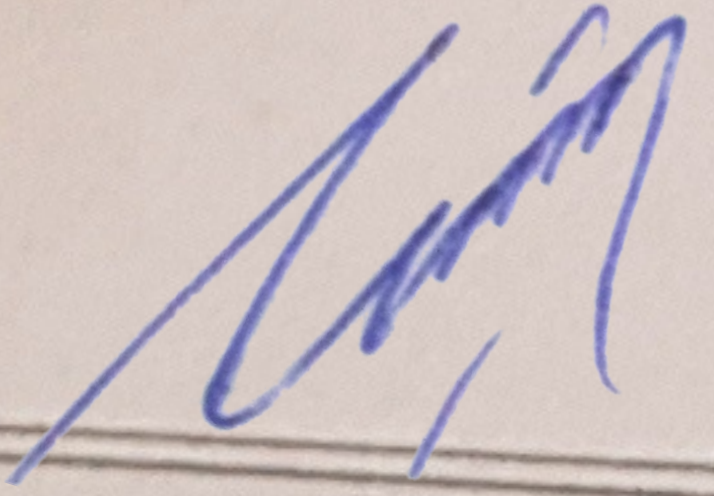
OIC Name and designation: **Dr Asfar U Shams,  
PEO**

Employee signature:



Date: 29-08-2019

PEO endorsement:



Date: 29-8-2019

PTL endorsement:

For more than Two weeks

Date:

CTC final approval:

Date:

CTC Remarks, if any

NOTE: Leaves during campaign days are NOT allowed