

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

**SECTION 1 APPLICANT DETAILS**

Employer Name	Rob Nawroz
Designation	UCPO
CNIC No	14101-5551331-3
District/EC	Hangu
Leave application date	10-07-19

**SECTION 2 DETAILS OF LEAVE**


Reason for Leave Applied for (tick in appropriate box)


<input type="checkbox"/> Hajj	<input type="checkbox"/> Unpaid Leave
<input type="checkbox"/> Child's Education/Child at	<input type="checkbox"/> Christmas/Dussehra
<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"/> Absence/Sickness while at work
<input type="checkbox"/> Accident/Sickness while not at work	<input type="checkbox"/> Emergency Leave
<input type="checkbox"/> Vacations	<input checked="" type="checkbox"/> Others

Number of Days Leave Applied for: 03

Leave start date: 11-07-2019 | Leave end date: 13-09-2019

OC Name and designation: \_\_\_\_\_

Employee signature:  Date: 10-07-19

FIC endorsement:  Date: 11/9/19

PII endorsement: \_\_\_\_\_ Date: \_\_\_\_\_

For more than two weeks: \_\_\_\_\_ Date: \_\_\_\_\_

CIC final approval: \_\_\_\_\_ Date: \_\_\_\_\_

CIC Remarks, if any \_\_\_\_\_

NOTE: Leaves during campaign days are NOT allowed