

| SECTION 1: APPLICANT'S DETAILS | |
|--------------------------------|------------------|
| Employee Name | Said Shah |
| Designation | UCPO |
| CNIC No. | 31201-1036993-7 |
| District/UC | Khyber/ Shalabar |
| Leave application date | 29-02-2020 |

| 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 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"/> Accident/Sickness-while at work |
| <input type="checkbox"/> Accident/Sickness-while not at work | <input checked="" type="checkbox"/> Emergency Leave |
| <input type="checkbox"/> Vacations | <input type="checkbox"/> Others |

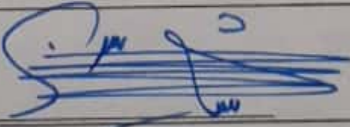
Number of Days Leave Applied for _____

Leave start date 2-03-2020

Leave end date 3-3-2020

OIC Name and designation:

Ikram Khan UCPO

Employee signature:  Date: 29-02-2020

PEO endorsement: _____ Date: _____

PTL endorsement: _____ Date: _____
For more than Two weeks

CTC final approval: _____ Date: _____

CTC Remarks, if any _____

NOTE: Leaves during campaign days are NOT allowed