

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

	SECTION 1: APPLICANT'S DETAILS
Employee Name	NABEEL KHAN
Designation	UCPO
CNIC No.	14301-2436109-1
District/UC	HANGU/SAROZAI
Leave application date	25/06/2020

Reason of Leave Applied for (Tick in appropriate box)	The state of the		A CHARLES					
Hajj	SECTION 2: DETAILS OF LEAVE							
Chillah, Tableegh, Ehtikaf Christmas, Diwali Study/Exams Maternity Self-Wedding Self-Wedding Immediate Family Death Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while not at work Emergency Leave Vacations Others Others Number of Days Leave Applied for 02 DAY Leave start date 25/06/2020 Leave end date 26/06/2020 OIC Name and designation: Employee signature:NABEEL KHAN								
Study/Exams Maternity Self-Wedding Immediate Family Death Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while not at work Accident/Sickness-while not at work Accident/Sickness-while at work Vacations Others Others Number of Days Leave Applied for 02 DAY Leave start date 25/06/2020 Leave end date 26/06/2020 OIC Name and designation: Employee signature: NABEEL KHAN Date: 26/06/2020 PEO endorsement: Date: 25/06/2020 PTL endorsement: Date: 25/06/2020		1	1 1		_			
Family Wedding Self-Wedding Immediate Family Death Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while not at work Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while not at work Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while not at work Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while at wo			Diwali					
Immediate Family Death Self-Sick Leave Accident/Sickness-while at work Accident/Sickness-while not at work Accident/Sickness-while not at work Accident/Sickness-while not at work Accident/Sickness-while at work Accident/Sickness-while not at work Accident/Sickness-while at work Accid		Study/Exams						
Immediate Family-Sick Leave		Family Wedding	g					
Accident/Sickness-while not at work • Emergency Leave Vacations Others Number of Days Leave Applied for 02 DAY Leave start date 25/06/2020 Leave end date 26/06/2020 OIC Name and designation: Date: 26/06/2020 PEO endorsement: Date: 25/06/2020 PTL endors		Immediate Family Death	ive					
Number of Days Leave Applied for 02 DAY Leave start date 25/06/2020 OIC Name and designation: Employee signature:NABEEL KHAN Date:26/06/2020 PEO endorsement: PTL endorsement:		Immediate Family-Sick Leave	ckness-while at work					
Number of Days Leave Applied for 02 DAY Leave start date 25/06/2020 OIC Name and designation: Employee signature:NABEEL KHAN		Accident/Sickness-while not at work	Leave					
Leave start date 25/06/2020 OIC Name and designation: Employee signature:NABEEL KHAN Date:26/06/2020 PEO endorsement: PTL endorsement:		Vacations		Others				
OIC Name and designation: Employee signature:NABEEL KHAN Date:26/06/2020 PEO endorsement: PTL endorsement:	Number of Days Leave Applied for 02 DAY							
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Employee signature:NABEEL KHAN								
PEO endorsement: Date: 25/6/20	OIC Name and designation:							
PEO endorsement: Date: 25/6/20								
PEO endorsement: Date: 25/6/20					1			
PEO endorsement: Date: 25/6/20								
PTL endorsement:	Employ	ee signature:NABEEL KHAN	Date:_26/06/2020					
PTL endorsement:								
PTL endorsement:	PEO end	dorsement:	Date: 25/6 20					
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The state of the s	PTT end	PTI endorsement						
			Date:					
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CTC final approval: Date:	CTC fin	al approval:	Date:					

CTC Remarks, if any _____

NOTE: Leaves during campaign days are NOT allowed