

**Leave Application Form**

To

The UFEC Chairman

**SUBJECT: Application for (Sick / Medical / Annual / wedding / Maternity / Domestic / Umrah / Hajj / Emergency) Leave**

**Note: Circle the type of leave**

Respected Sir/Madam,

It is stated that, I Rafiqullah working as UCPO in union council Bazid Khel request for leave for a period of 3 days, starting from 10/6/19 to 12/6/19 on account of the subject cited above.

Name: Rafiqullah  
Designation: UCPO  
Union Council: Bazid Khel

**Comments from UFEC Chairman: -**

The above leave request is hereby Endorsed/Recommended for approval, with the comments that the proposed leave will not affect the objective of the program and planned activities during the requested leave period.

Signature: [Signature]

**Comments of AC/FC/HRO/DHCSO:**

Signature: \_\_\_\_\_