

SECTION 1: APPLICANT'S DETAILS

Employee Name	Laiq Hussain Khan
Designation	UCDO
CNIC No.	17301-2497766-3
District/UC	Umar Bala Peshawar
Leave application date	20/11/2020

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 03

Leave start date 20/11/2020 Leave end date 22/11/2020

OIC Name and designation:

Talves Khan UCDO. Umar Bala.

Employee signature: [Signature] Date: 20/11/2020

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