

CHIP Training and Consulting (Pvt) Ltd

LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS

Employee
 Name Irfan mazari
 Designation UCPO
 CNIC No. 3130338229253
 District/UC Bangla icha/district rajanpur
 Leave
 application date 16-12-2020

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 checked="" 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 type="checkbox"/> Emergency Leave
<input type="checkbox"/> Vacations	<input type="checkbox"/> Others
Number of Days Leave Applied for 1 day	
Leave start date.17-12-2020	Leave end date.17-12-2020
OIC Name and designation:	
Employee signature: Irfan mazari _____	Date: __16-12-2020_____
PEO endorsement: _____	Date: _____
PTL endorsement: _____ For more than Two weeks	Date: _____
CTC final approval: _____	Date: _____

CTC Remarks, if any _____

CHIP Training and Consulting (Pvt) Ltd

LEAVE APPLICATION FORM-PTPP Project

NOTE: Leaves during campaign days are NOT allowed

The screenshot shows an Outlook interface with an email thread. The main email is from MASOUD-UL-HASSAN, Muhammad, dated Thu 12/17/2020 8:37 AM. The subject is 'Fwd: I am sharing Leave Application 17-12-2020.doc with you from WPS Office'. The email content includes an approval and forwarding message from Dr. M. Masoud-ul-Hassan, PEO-WHO Rajanpur, dated 17 December 2020 at 1:42:24 AM GMT-5. The forwarded message is from Irfan mazari, dated 17 December 2020 at 1:42:24 AM GMT-5, with the subject 'Subject: I am sharing Leave Application 17-12-2020.doc with you from WPS Office'. The forwarded message text reads: 'Respected sir, Please find the enclosed attachment of my leave for one day. I shall be great full, Thanks and regards, Irfan mazari, Ucpo Bangla icha'.

The Outlook interface also shows a list of other emails in the inbox, including various leave requests and administrative messages. The system tray at the bottom shows the date as 12/17/2020 and the time as 10:21 AM.