

CHIP Training and Consulting (Pvt) Ltd

LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Waqar Younas
Designation	UCPO
CNIC No.	35201-9153968-1
District/UC	Lahore / Gulberg/ 96
Leave application date	21-12-2020

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: 2 days	
Leave start date : 22-12-2020	Leave end date: 23-12-2020
<u>OIC Name and designation:</u> <p style="text-align: center;">Mubeen Hassan</p>	
Employee signature: _____ Waqar Younas _____	Date: 21-12-2020
PEO endorsement: _____	Date: _____
PTL endorsement: _____ For more than Two weeks	Date: _____
CTC final approval: _____	Date: _____

CTC Remarks, if any _____

NOTE: Leaves during campaign days are NOT allowed

Application tasks

Mail Contacts Settings

Fw: Leave Application

Application toolbar

[Back](#) [Compose](#) [Reply](#) [Reply all](#) [Reply-all options](#) [Forward](#) [Forwarding options](#) [Delete](#) [Move](#) [Print](#) [Mark](#) [More](#)

Email folder selection

- **Inbox** 7
- [Drafts](#)
- [Sent](#)
- [Junk](#)
- [Trash](#)
- [spam](#)

Message navigation

Message 8 of 816 [Previous](#) [Next](#)
[change-format](#) [change-format](#)

Subject: Fw: Leave Application

From [Muhammad Alam](#)
To [Hareem Naz](#) , [Naila Nizam](#)
Date Today 09:50

Attachments

- [Leave Application Form for PTPP staff.docx \(~30 KB\)](#) Show options

Message Body

PFA

Best Regards,

Muhammad Alam.
Programme / Data Assistant - Lahore Division,
World Health Organization,
Lahore.
Cellular # (+92)300-499-6867
Cellular # (+92)334-973-4756

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

----- Forwarded Message -----

From: Ahmad Arslan <arsco123@yahoo.com>
To: Areej Naeem <areej.who@gmail.com>
Cc: Mr. Muhammad Alam <areebalam@yahoo.com>
Sent: Monday, December 21, 2020, 04:41:08 PM GMT+5
Subject: Fw: Leave Application

Mr Waqar has sent leave application due to sad demise of his grand father .

Regards
A

[Sent from Yahoo Mail on Android](#)

----- Forwarded message -----

From: "waqar youns" <waqaredu2@gmail.com>
To: "arsco123@yahoo.com" <arsco123@yahoo.com>
Cc: "attiftahira@gmail.com" <attiftahira@gmail.com>
Sent: Mon, 21 Dec 2020 at 1:53 pm
Subject: Leave Application

Respected Sir/Madam,
My Grandfather passed away today
please give me a leave for two day

Regards:
Waqar Younas
UCPO-96