

# CHIP Training and Consulting (Pvt) Ltd

## LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Muhammad Shahid
Designation	UCPO
CNIC No.	36320363547615
District/UC	Multan / Laal Wah
Leave application date	24-12-2020

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 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 checked="" type="checkbox"/> Others
Number of Days Leave Applied for: 01	
Leave start date: 24-12-20	Leave end date 25-12-2020
OIC Name and designation:	
Employee signature: Muhammad Shahid _____	Date: -23-12-2020 _____
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

**Re: Leave application M. Shahid.Dated**  
**24/12/2020**

**Application toolbar**

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- [Trash](#)
- [spam](#)

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**Subject:Re: Leave application M. Shahid.Dated**  
**24/12/2020**

From [Dr.Ghauri R](#)  
To [shahid khan](#)  
Cc [hareem@ctc.org.pk](#)  
Date **Today 22:29**

**Message Body**

**To protect your privacy, remote images are blocked in this message. [Display images](#)**

Approved

On Wed, 23 Dec 2020 at 9:12 PM, shahid khan <[mshahid.khan2004@gmail.com](mailto:mshahid.khan2004@gmail.com)> wrote:

Respected Sir &Madam ,  
Please find attachedment,  
Regards,  
Muhammad Shahid  
Ucpo Lal wah  
--

**Best wishes,**

*Dr. Rashid Ghouri*  
*Polio Eradication Officer*  
*World Health Organization*  
*Cell: +92-333-0214444*  
*Email :- [dr.r.ghauri@gmail.com](mailto:dr.r.ghauri@gmail.com)*



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