

CHIP Training and Consulting (Pvt) Ltd

LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS

Employee
 Name ANAYAT ULLAH
 Designation UCPO
 CNIC No. 3210248810715
 District/UC DGkhan / Darkhast Jamal Khan
 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/Medical Checkup |
| <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.26-12-20

Leave end date.26-12-20

OIC Name and designation:

Employee signature: ANAYAT ULLAH__

Date: __24-12-020__

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

Fwd: Leave for 1 day dated 26-12-2020

Application toolbar

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Email folder selection

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Message navigation

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Subject:Fwd: Leave for 1 day dated 26-12-2020

From [ANAYAT BUZDAR](#)

To Hareem@ctc.org.pk

Date Today 04:30

Message Body

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

From: **Dr Ali Sher Khan** <ali110khosa@gmail.com>
Date: Thu, Dec 24, 2020, 3:06 PM
Subject: Re: Leave for 1 day dated 26-12-2020
To: ANAYAT BUZDAR <anayatbuzdar925@gmail.com>
Cc: <Hareem@ctc.org.pk>

Approved

On Thu, Dec 24, 2020, 15:03 ANAYAT BUZDAR <anayatbuzdar925@gmail.com> wrote:
Respected Sir,
Regards,
Anayat ullah ucpo