

# CHIP Training and Consulting (Pvt) Ltd

## LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Majid Zahoor
Designation	UCPO
CNIC No.	36301-1186740-7
District/UC	Multan / Sheeni
Leave application date	03.01.2021

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: 04.1.2021	Leave end date 05.1.2021
OIC Name and designation:	
Employee signature: _____ Majid Zahoor	Date: 03.01.2021
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**

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**Re: Leave application**

Dr.Ghauri R <drz.ghauri@gmail.com>

Follow up. Start by Monday, January 4, 2021. Due by Monday, January 4, 2021.  
 Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Sent: Sun 1/3/2021 10:52 PM  
 To: Majid Zahoore  
 Cc: hareem@ctc.org.pk; saba.rshad@gmail.com

Approved.

On Sun, 3 Jan 2021 at 7:58 PM, Majid Zahoore <majidzhai@gmail.com> wrote:  
 Respectable,  
 It is stated that I've urgent piece of work at home.  
 So kindly grant me leave for one day(04-01-2021).  
 I'll be thankful to you for your kind favour.  
 Regards,  
 Majid Zahoore  
 UCPO sherni

Best wishes,  
 Dr. Rashid Ghauri  
 Polio Eradication Officer  
 World Health Organization  
 Cell: +92-333-0224444  
 Email - dr\_rghauri@gmail.com

Right-click here to download.

See more about Dr Ghauri R.