

Leave Application Form

To

The UPEC chairman

**SUBJECT: Application for** (Sick / Medical / Annual / wedding / Maternity / Domestic Umrah / Hajj / Emergency) **Leave**

**Note: Circle the type of leave**

Respected Sir/Madam,

It is stated that, I Masood Ahmad working as UCPO

in union council Nothia Jadeed request for leave for a period of One (1) days, starting from 25/6/2019 to — on account of the subject cited above.

Name: Masood Ahmad

Designation: UCPO

Union Council: Nothia Jadeed

Comments from UPEC Chairman: -

The above leave request is hereby, Endorsed/Recommended for approval, with the comments that the proposed leave will not affect the objective of the program and planned activities during the requested leave period.

Signature: [Signature]

24/06/2019

Comments of AC/FC/HRO/DHCSO:

Signature: \_\_\_\_\_