

CHIP Training and Consulting (Pvt) Ltd

LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Muhammad Iqbal jawaid Cheema
Designation	UCPO
CNIC No.	37405-5578379-5
District/UC	Sohan North ICT
Leave application date	22-01-2021

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"/> Short Leave
Number of Days Leave Applied for.	
Leave start date. 22-01-2021	Leave end date. 22-01-2021
<u>OIC Name and designation:</u>	
Dr Nida Ali Area Co-Ordinator	
Employee signature: Muhammad Iqbal Jawaid Cheema	Date:
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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Fw: Short Leave application
 Amna Amjad <amnaamjad@gmail.com>
 Sent: Fri 1/22/2021 7:35 AM
 To: Sumera Anhed
 Co: Dr Iqbal Ahsan Nazki, Muhammad Iqbal Jawaid Cheema, محمد اقبال جاويد چيما

Message Format - Leave application form.doc; 45 KB

Dear Ms. Sumaira,
 Please find enclosed short leave of ucpo for record

Regards,
 Dr. Amna Amjad

[Sent from Yahoo Mail on Android](#)

----- Forwarded Message -----
From: "Muhammad Iqbal Jawaid Cheema" <migbal_jawaid@hotmail.com>
To: "Ms. Dr. Amna Amjad, P.E.O" <amnaamjad@gmail.com>
Sent: Thu, Jan 21, 2021 at 4:00 PM
Subject: Short Leave application

Respected Madam / Sir

Kindly Download the Attachment of Short Leave application for Test of UCCSO.

Best Regards

MUHAMMAD IQBAL JAWAID CHEEMA
MORIT F NUMBER: +973335757584

Amna Amjad
 Connect to social networks to show profile photos and activity updates of your colleagues in Outlook. Click here to add networks.