

## CHIP Training and Consulting (Pvt) Ltd LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS		
Employee Name	Sohail Ahmad	
Designation	UCPO	
CNIC No.	17301-6300361-5	
District/UC	Peshawar/Palosi	
Leave application date	28/1/2021	

Reason of Leave Applied for (Tick in appropriate box)  Hajj Umrah/Ziarat  Chillah, Tableegh, Ehtikaf Christmas, Diwali  Study/Exams Maternity  Family Wedding Self-Wedding  Immediate Family Death Self-Sick Leave  Immediate Family-Sick Leave Accident/Sickness-while at work  Accident/Sickness-while not at work Emergency Leave  Vacations Others  Number of Days Leave Applied for  Leave start date 1/2/2021 Leave end date 5/2/2021  OIC Name and designation:  Abdur Rasheed Chabil / UCCO				
Hajj   Umrah/Ziarat     Chillah, Tableegh, Ehtikaf   Christmas, Diwali     Study/Exams   Maternity     Family Wedding   Self-Wedding     Immediate Family Death   Self-Sick Leave     Immediate Family-Sick Leave   Accident/Sickness-while at work     Accident/Sickness-while not at work   Emergency Leave     Vacations   ✓ Others     Number of Days Leave Applied for     Leave end date   5/2/2021     OIC Name and designation:	SECTION 2: DETAILS OF LEAVE			
Chillah, Tableegh, Ehtikaf  Christmas, Diwali  Study/Exams  Maternity  Self-Wedding  Immediate Family Death  Immediate Family-Sick Leave  Accident/Sickness-while at work  Accident/Sickness-while not at work  Vacations  Number of Days Leave Applied for  Leave start date 1/2/2021  CIC Name and designation:	Reason of Leave Applied for (Tick in appropriate box)			
Study/Exams  Family Wedding  Immediate Family Death  Immediate Family-Sick Leave  Accident/Sickness-while at work  Accident/Sickness-while not at work  Vacations  Number of Days Leave Applied for  Leave start date 1/2/2021  CIC Name and designation:  Maternity  Self-Wedding  Accident/Sickness-while at work  Emergency Leave  Others  Leave end date 5/2/2021	ah/Ziarat			
Family Wedding   Self-Wedding     Immediate Family Death   Self-Sick Leave     Immediate Family-Sick Leave   Accident/Sickness-while at work     Accident/Sickness-while not at work   Emergency Leave     Vacations   Others     Number of Days Leave Applied for     Leave start date   1/2/2021   Leave end date   5/2/2021     OIC Name and designation:	stmas, Diwali			
Immediate Family Death	rnity			
Immediate Family-Sick Leave       Accident/Sickness-while at work         Accident/Sickness-while not at work       Emergency Leave         Vacations       Others         Number of Days Leave Applied for       Leave end date       5/2/2021         OIC Name and designation:       Leave end date       5/2/2021	Wedding			
Accident/Sickness-while not at work  Vacations  Others  Number of Days Leave Applied for  Leave start date 1/2/2021  Leave end date 5/2/2021  OIC Name and designation:	Sick Leave			
Vacations     Others       Number of Days Leave Applied for       Leave start date $1/2/2024$ Leave end date $5/2/2024$ OIC Name and designation:	dent/Sickness-while at work			
Number of Days Leave Applied for  Leave start date $1/2/2024$ Leave end date $5/2/2024$ OIC Name and designation:	gency Leave			
Leave start date $1/2/2021$ Leave end date $5/2/2021$ OIC Name and designation:	hers			
OIC Name and designation:	Number of Days Leave Applied for			
OIC Name and designation:	late 5/2/2021			
	OIC Name and designation:			
Employee signature: Date: 28/1/2021				
PEO endorsement: Date:	Date:			
PTL endorsement:	Date:			
CTC final approval:	<u>D</u> ate:			

CTC Remarks, if any \_\_\_\_\_

NOTE: Leaves during campaign days are NOT allowed