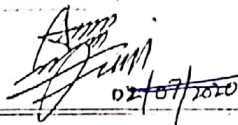



CHIP Training and Consulting (Pvt) Ltd LEAVE APPLICATION FORM-ITPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Fazl-e-Amin
Designation	UCPO
CNIC No.	21407-0914233-9
District/UC	Mohmand / Tamanzai
Leave application date	05/01/2021

SECTION 2: DETAILS OF LEAVE	
Reason of Leave Applied for (Tick in a appropriate box)	
<input type="checkbox"/> Hajj	<input type="checkbox"/> Unrah/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 checked="" type="checkbox"/> Emergency Leave
<input type="checkbox"/> Vacations	<input type="checkbox"/> Others
Number of Days Leave Applied for <u>one day</u>	
Leave start date <u>06/01/2021</u>	Leave end date <u>06/01/2021</u>
OIC Name and designation:	
Employee signature: 	Date: <u>05/01/2021</u>
PEO endorsement: 	Date: <u>6/0/2021</u>
PTL endorsement: _____ For more than Two weeks	Date: _____
CTC final approval: _____	Date: _____

CTC Remarks, if any _____

NOTE: Leaves during campaign days are NOT allowed