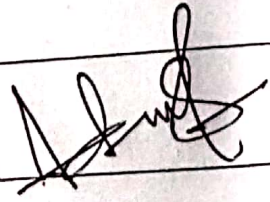


CHIP Training and Consulting (Pvt) Ltd

LEAVE APPLICATION FORM-PTPP Project

SECTION 1: APPLICANT'S DETAILS	
Employee Name	Adnan Umran
Designation	CCPO
CNIC No.	41401-53-71848-5
District/UC	Thatta, Gwado
Leave application date	9-2-2021

SECTION 2: DETAILS OF LEAVE	
Reason of Leave Applied for (Tick in appropriate box)	
<input type="checkbox"/> Hajj <input type="checkbox"/> Chillah, Tableegh, Ehtikaf <input type="checkbox"/> Study/Exams <input type="checkbox"/> Family Wedding <input type="checkbox"/> Immediate Family Death <input checked="" type="checkbox"/> Immediate Family-Sick Leave <input type="checkbox"/> Accident/Sickness-while not at work <input type="checkbox"/> Vacations	<input type="checkbox"/> Umrah/Ziarat <input type="checkbox"/> Christmas, Diwali <input type="checkbox"/> Maternity <input type="checkbox"/> Self-Wedding <input type="checkbox"/> Self-Sick Leave <input type="checkbox"/> Accident/Sickness-while at work <input type="checkbox"/> Emergency Leave
Number of Days Leave Applied for. <u>1</u>	
Leave start date. <u>9-2-2021</u>	Leave end date. <u>9-2-2021</u>
OIC Name and designation:	
Employee signature: 	Date: <u>9-2-2021</u>
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