

SECTION 1: APPLICANT'S DETAILS

Employee Name	Asif Ali
Designation	UCPO
CNIC No.	43105-9387988-1
District/UC	Tajo Khoso
Leave application date	13/9/2021

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 checked="" 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 type="checkbox"/>	Others

Number of Days Leave Applied for

Leave start date 14/9/2021 | Leave end date 14/9/2021

OIC Name and designation:

Muhammad Bux
(UCSP)

Employee signature: _____



Date: 13/9/2021

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