

Leave Application Form

To

The PEO

SUBJECT: Application for (Sick / Medical / Annual / wedding / Maternity / Domestic Umrah / Haji / Emergency) Leave

Note: Circle the type of leave)

Respected Sir/Madam,

It is stated that, I MEHREEN working as UCPO in union council Nahagi request for leave for a period of 50 days, starting from 11.sep.19 to 30.oct.19 on account of the subject cited above.

(NW)

Name: MEHREEN

Designation: UCPO

Union Council: Nahagi

Comments from UPEC Chairman: -

The above leave request is hereby Endorsed/Recommended for approval, with the comments that the proposed leave will not affect the objective of the program and planned activities during the requested leave period.

Signature: [Signature]

Comments of AC/FC/HRO/DHCSO:

Signature: _____