



Name: .....

Department:.....

Post title: .....

| Day       | Date      | Time      | Total | Leave<br>Type(N,S) | Employee<br>signature | Replacement<br>signature | Supervisor<br>signature |
|-----------|-----------|-----------|-------|--------------------|-----------------------|--------------------------|-------------------------|
|           |           | (From-To) | hours |                    |                       |                          |                         |
| Saturday  | 1-Mar-25  |           |       |                    |                       |                          |                         |
| Sunday    | 2-Mar-25  |           |       |                    |                       |                          |                         |
| Monday    | 3-Mar-25  |           |       |                    |                       |                          |                         |
| Tuesday   | 4-Mar-25  |           |       |                    |                       |                          |                         |
| Wednesday | 5-Mar-25  |           |       |                    |                       |                          |                         |
| Thursday  | 6-Mar-25  |           |       |                    |                       |                          |                         |
| Saturday  | 8-Mar-25  |           |       |                    |                       |                          |                         |
| Sunday    | 9-Mar-25  |           |       |                    |                       |                          |                         |
| Monday    | 10-Mar-25 |           |       |                    |                       |                          |                         |
| Tuesday   | 11-Mar-25 |           |       |                    |                       |                          |                         |
| Wednesday | 12-Mar-25 |           |       |                    |                       |                          |                         |
| Thursday  | 13-Mar-25 |           |       |                    |                       |                          |                         |
| Saturday  | 15-Mar-25 |           |       |                    |                       |                          |                         |
| Sunday    | 16-Mar-25 |           |       |                    |                       |                          |                         |
| Monday    | 17-Mar-25 |           |       |                    |                       |                          |                         |
| Tuesday   | 18-Mar-25 |           |       |                    |                       |                          |                         |
| Wednesday | 19-Mar-25 |           |       |                    |                       |                          |                         |
| Thursday  | 20-Mar-25 |           |       |                    |                       |                          |                         |
| Saturday  | 22-Mar-25 |           |       |                    |                       |                          |                         |
| Sunday    | 23-Mar-25 |           |       |                    |                       |                          |                         |
| Monday    | 24-Mar-25 |           |       |                    |                       |                          |                         |
| Tuesday   | 25-Mar-25 |           |       |                    |                       |                          |                         |
| Wednesday | 26-Mar-25 |           |       |                    |                       |                          |                         |
| Thursday  | 27-Mar-25 |           |       |                    |                       |                          |                         |
| Saturday  | 29-Mar-25 |           |       |                    |                       |                          |                         |
| Sunday    | 30-Mar-25 |           |       |                    |                       |                          |                         |
| Monday    | 31-Mar-25 |           |       |                    |                       |                          |                         |

Leave type: N: Normal, S: Sick.

Signature of Director  
Muhammad Omer Ali