APPLICATION FOR EARNED LEAVE

NOTES---Items 1 to 8 must be filled in by all applicants, whether gazetted or not gazetted. Item 9 applies only when leave on average pay on medical certificate is applied for under the proviso to F.R.31(b) to (i).

	Proviso (a) or (b) to B.C.S.R. 736(b) (ii).				
Ĺ.	Name of applicant.				
2.	Post held.				
3.	Department or Office.				
4.	Pay.				
5,	House rent allowance, conveyance allowance or other compensatory allowance drawn in the present post.				
6.	Nature and period of leave applied for and date from which required.				
7.,	Grounds on which leave is applied for.				
ઝ .	Date of return from last leave, and the nature and period of that leave				
9.	I undertake to refund, by deduction from any pension, if necessary, the difference, if any between average pay and half average pay for the period of leave on average pay granted in excess of the period admissible otherwise than medical certificate, if retire from Government service at the end of this leave or of an extension of it.				
Date.	Signature of Applicant,				
10.	Remarks and for recommendation of the controlling officer				
Date.					
11, Date.	Report of Audit Officer (Signature) (Designation).				
12.	Statement of leave granted to applicant previous to this application.				

Name of Leave		In current year.	During past year.	Total.	
On full pay.2					
On full pay on Medical Certifica	te.				
On half pay.		12			
	a-t-a				
On half pay on Medical Certifica	ue.				
On quarter pay.					
On quarter pay on Medical Certi	ficate.				
Earned Leave.					
Leave on private affairs.					
Leave on Medical Certificate.				ii.	
Extraordinary Leave.					
Siddle State					
То	tal.				
	Ea	rned leave			
13. Certified that	leave or	n private affairs	for	Months.	
		e on full pay			
And days fro	om 200	0 to .	200	is	
			Fundam 	ental Rules	
admissible under Rules of the			Sindh Civil Services Rules		
Date	(Signature)		Revised Leave Rules 1955		
Date	te (Designation)			Do19	
14. Order of sanctioning au	thority:-				
Date		25			
27110	(Signature)				

*If the applicant is drawing any compensatory allowance, the sanctioning authority should state whether on the expiry of leave is likely to return to the same post or to another post carrying similar allowance.