

# National Highway Authority

Dated \_\_\_\_\_

## APPLICATION FOR LEAVE EX-PAKISTAN TO VISIT

1. Name of applicant along with designation \_\_\_\_\_  
\_\_\_\_\_
2. Grade and Pay Scale \_\_\_\_\_
3. Date of entry into NHA/Govt. Service: \_\_\_\_\_
4. Passport No. along with date and place of issue \_\_\_\_\_  
\_\_\_\_\_
5. Date of return from the last ex-Pakistan leave and the period of ex-Pakistan leave availed: \_\_\_\_\_
6. Countries visited since joining NHA/Govt. Service, the date and period of each visit

| Country Name | Date of Visit from | Date of Visit To |
|--------------|--------------------|------------------|
|              |                    |                  |
|              |                    |                  |
|              |                    |                  |

7. Will you be accompanied by wife and /or dependents on this visit of ex Pakistan Leave \_\_\_\_\_
8. Is any disciplinary proceeding or prosecution proceedings are pending against you? \_\_\_\_\_
9. Nature of leave applied for and the period of leave (If on medical ground, attach medical certificate

| Nature of Leave | Leave Period |    | Country Name |
|-----------------|--------------|----|--------------|
|                 | From         | To |              |
|                 |              |    |              |
|                 |              |    |              |

10. Date of outward journey from Pakistan:\_\_\_\_\_

11 Leave address abroad(If any)\_\_\_\_\_

\_\_\_\_\_

12. I undertake to join back my duty on the expiry of leave and will not seek extension in leave after expiry of leave period. In case of failure to timely report back. I will be liable to departmental action which I undertake to accept without any reservation.

( )

**SIGNATURE OF THE APPLICANT**

Recommendation of the Head of the Wing/Zone (for BS-20 Officers) and Concerned GM (for Officers of BS-19 and Below)\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Signature of the Member Wing/Zone**