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ELECTION COMMISSION OF BHUTAN

(Ensuring Free, Fair & Democratic Elections & Referendums)



ECB-CEC-01/2024/

Date:

To : **Chief Election Commissioner of Bhutan**

From

Name :

Designation :

Subject : **Application for Leave**

Dasho,

I would be grateful if the following leave may be granted:

Particulars	Duration		No of days	Purpose
	From	To		
Annual Leave				
Casual Leave				
Earned Leave				
Maternity Leave				
Medical Leave				
Paternity Leave				
Bereavement Leave				

During my leave of absence Mr./Mrs will be responsible to carry out my duties. My contact address during the leave is: Address:

Residence:

Contact No:

Date:

Signature of applicant

Personal records have been checked and the applicant hasdays Casual Leave /Annual Leave balance as of

Date:

Checked by

Human Resource Officer

Date:

Checked by

Head, Department/Division

Date:

Checked by

Secretary

Date:

Approved by

Chief Election Commissioner

Post Box No.: 2008, Democracy House, Kawajangsa, Thimphu: Bhutan

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