

Free Pentecostal Fellowship in Kenya (FPFK)

Kilimani, Kindaruma Road, P.O. Box 47469-00100 G.P.O. Nairobi, Kenya
+254 20 000 0000 · socialministry@fpfk.or.ke

LEAVE APPLICATION FORM — LV/2026/00001

Employee	Mary Kipchoge (MFANO/EMP/0025)	Department	Programmes & Project Management
Position	Field Officer	Leave type	Annual Leave
Start date	11 Sep 2026 (full)	End date	12 Sep 2026 (full)
Days requested	1.0	Days approved	—
Resumption date	14 Sep 2026	Status	Pending
Reliever	—		
Contact while away	+254730071141	Address while away	—
Reason	Rest and recuperation.		
Handover notes	—		

APPROVAL TRAIL

STEP	ASSIGNED TO	STATUS	ACTIONED	COMMENTS
No approval workflow was recorded.				

Applicant signature & date

Approving officer signature & date