

Free Pentecostal Fellowship in Kenya (FPFK)

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LEAVE APPLICATION FORM — LV/2026/00012

Employee	Rebecca Mwangi (MFANO/EMP/0017)	Department	Programmes & Project Management
Position	Project Officer	Leave type	Annual Leave
Start date	21 Sep 2026 (full)	End date	23 Sep 2026 (full)
Days requested	3.0	Days approved	—
Resumption date	24 Sep 2026	Status	Pending
Reliever	—		
Contact while away	+254710743413	Address while away	—
Reason	Personal matters.		
Handover notes	—		

APPROVAL TRAIL

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

Applicant signature & date

Approving officer signature & date