

Free Pentecostal Fellowship in Kenya (FPFK)

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LEAVE APPLICATION FORM — LV/2026/00002

Employee	David Mwangi Njoroge (MFANO/EMP/0004)	Department	Human Resource & Administration
Position	Human Resource Officer	Leave type	Annual Leave
Start date	21 Sep 2026 (full)	End date	27 Sep 2026 (full)
Days requested	5.0	Days approved	—
Resumption date	28 Sep 2026	Status	Pending
Reliever	—		
Contact while away	+254770405494	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