

Free Pentecostal Fellowship in Kenya (FPFK)

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LEAVE APPLICATION FORM — LV/2026/00009

Employee	Ruth Onyango Cheruiyot (MFANO/EMP/0012)	Department	Information & Communication Technology
Position	ICT Support Officer	Leave type	Annual Leave
Start date	05 Oct 2026 (full)	End date	08 Oct 2026 (full)
Days requested	4.0	Days approved	—
Resumption date	09 Oct 2026	Status	Pending
Reliever	—		
Contact while away	+254723391334	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