



LEAVE APPLICATION FORM

Application No.: LA/2025/07/0031

Applicant Details

Employee Name:	Nkomo Jonathan Ndabaningi	Department:	ICT
Position:	IT Officer	Application Date:	07/30/2025
Contact:		Address:	

Leave Details

Leave Type:	Vacation Leave	Days Due:	90.0
From Date:	08/09/2025	To Date:	08/31/2025
Days Applied:	23.0	Balance:	67.0

Reason for Leave

Rest

Approval Information

Supervisor:	Tendaupenyu Cuthbert	Status:	Recommended
HR Manager:	Chirokoto Tonderai	Status:	Recommended
Director General:	Administrator	Status:	Approved