



Focus Humanitarian Assistance Pakistan

Travel Requisition

Submission date: 26-Jan-2026

Employee Name: Nahida **Email:** nahida.khan@akdn.org **Designation:** Senior Training Officer

Special Instruction: required two rooms one for TO one for CMT at Blossum inn 1 or 2 feb

Travel Type: Official **Is Field Extended:** No **Extension Type:** **Extension Purpose:**

Field Visit Legs

| Date From | Date To | From | To | Travel Type | Fund | Project | Activity Code | Activity | Field Office | Days | Status |
|-------------|-------------|--------|--------------------------------|---------------|------------|-------------|---------------|---|--------------|------|---------|
| 27-Jan-2026 | 27-Jan-2026 | Gilgit | Singal | Within region | FOCUS Core | CBDRM-FOCUS | CBDF0014 | CBDRM-First Aid Training for Mothers/Girls Guides | Gilgit | 1 | Pending |
| 28-Jan-2026 | 29-Jan-2026 | Singal | Singal Local | Within region | FOCUS Core | CBDRM-FOCUS | CBDF0014 | CBDRM-First Aid Training for Mothers/Girls Guides | Gilgit | 2 | Pending |
| 30-Jan-2026 | 31-Jan-2026 | Singal | Hasis and back | Within region | FOCUS Core | CBDRM-FOCUS | CBDF0067 | CBDRM-VERT Refresher Training | Gilgit | 2 | Pending |
| 01-Feb-2026 | 01-Feb-2026 | Singal | Hasis and Gupis proper | Within region | FOCUS Core | CBDRM-FOCUS | CBDF0077 | CBDRM-VDRMP Creation | Gilgit | 1 | Pending |
| 02-Feb-2026 | 02-Feb-2026 | Gupis | Gupis local | Within region | FOCUS Core | CBDRM-FOCUS | CBDF0020 | CBDRM-JK Evacuation Drill | Gilgit | 1 | Pending |
| 03-Feb-2026 | 03-Feb-2026 | Gupis | Gupis local and back to Gilgit | Within region | FOCUS Core | CBDRM-FOCUS | CBDF0020 | CBDRM-JK Evacuation Drill | Gilgit | 1 | Pending |

Transport & Driver Details

| Date From | Date To | Leg | Driver / Flight | Vehicle / Ticket | Charge | Pickup | Dropoff | KM From | KM To | Total KM | Amount | Assigned By |
|-----------|---------|-----|-----------------|------------------|--------|--------|---------|---------|-------|----------|--------|-------------|
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* This is a computer-generated travel requisition report and does not require signatures.