

1. The Vice Chancellor,  
King Edward Medical University,  
Lahore.
2. The Medical Superintendent,  
Mayo Hospital/Lady Achison Hospital/Lady Willingdon Hospital  
Lahore.

Subject: **JOINING AND RELIEVING REPORT FOR ELECTIVE ROTATIONS.**

Respected Sir,

With due regard, it is stated that I Dr. \_\_\_\_\_ PG trainee of MD/MS/MDS/FCPS/M.Phil/PH/D/Diploma \_\_\_\_\_ program has rotated from the department/ unit/ ward \_\_\_\_\_ to the department/ unit/ ward \_\_\_\_\_ for the period from \_\_\_\_\_ to \_\_\_\_\_ to complete the training vide KEMU order No. \_\_\_\_\_, dated \_\_\_\_\_.

Therefore, it is requested that kindly relieve my services from the department/ unit/ ward \_\_\_\_\_ to join my new rotation in the department/ unit/ward \_\_\_\_\_.

I shall be very thankful to you.

Signature \_\_\_\_\_

Dr. \_\_\_\_\_

PGR of MD/ MS/MDS/FCPS/MCPS/M.Phil/PH.D/DIPLOMA

\_\_\_\_\_  
(Specialty/Session)

Name \_\_\_\_\_  
(Signature & Official Stamp)  
Supervisor/ Incharge of  
Relieving department/ unit/ ward

Name \_\_\_\_\_  
(Signature & Official Stamp)  
Incharge of  
Joining department/ unit / ward.