

LEAVE APPLICATION FORM

Date of Application: 03-10-2023

Employee Name: Riya Bhattacharya

Employee ID: 170937

Designation: Assistant Professor

Department: School of Technology

Manager: Dr. Kiran K Ravulakollu

Leave Start Date: 03-10-2023

Leave End Date: 03-10-2023

Number of days of leave: 1

Reason For Leave: Family Last Rites

Work Done By: Dr Shweta Gupta

Nature Of Leave: Sick Leave

Compensatory Leave Dates: Not Applicable

Manager Approval: approved



Employee Signature

Date: 03-10-2023



Manager Signature

Date: 09-10-2023