

## LEAVE APPLICATION FORM

Date of Application: 28-11-2023

Employee Name: Punit Kumar singh

Employee ID: 170953

Designation: assistant professor

Department: School of Technology

Manager: Dr. Kiran K Ravulakollu

Leave Start Date: 29-11-2023

Leave End Date: 29-11-2023

Number of days of leave: 1.0

Reason For Leave: personal reason

Work Done By: Punit Kumar Singh

Nature Of Leave: Compensatory Leave

Compensatory Leave Dates: 04/11/2023

Manager Approval: approved

Employee Signature

Date: 28-11-2023

Manager Signature

Date: 28-11-2023