


The Chief,  
IT & IMD Section, GoAJ&K,  
Planning & Development Department,

**Subject: Application for Half Day Leave on 25-08-2023**

It is stated that due to some personal engagements, kindly approve half day leave  
in my favor.

*Sincerely yours,*

 25/23

Ibrar Ahmed Awan, PA,  
IT&IMD Section, P&DD

A.P.  
7201  
25.08.23

✓ 25.08.23  
P.O IT