



CASUAL LEAVE APPLICATION

STAFF DETAILS

NAME	S.Abirami
DESIGNATION	Assistant Professor
STAFFID	65751

LEAVE DETAILS

LEAVE TYPE	CASUAL LEAVE
AVAILED	6
BALANCED	5
NO OF DAYS	1(2017-04-25)
FROM DATE	2017-04-25
TO DATE	2017-04-25

DUTY ALTERATION

DATE	HOUR	CLASS	ALTERNATIVE STAFF	ALTERNATIVE STAFF SIGN
2017-04-25	3	M Tech IT II Sem	Dr.Saswati Mukherjee	

REASON

AS

If. Permission is required to go out of station furnish details with Address for communication

APPROVED

NOT APPROVED

HOD SIGNATURE