



భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్  
भारतीय प्रौद्योगिकी संस्थान हैदराबाद  
Indian Institute of Technology Hyderabad

Joining Report


I report for duty this day on 01/12/2025 after availing 01 days Earned Leave/ ~~Commuted Leave~~  
(any other leave) from 28/11/2025 to 28/11/2025.

Prefix holidays:

Suffix holidays: **29/11/2025 (Satuarday), 30/11/2025 (Sunday)**

I also enclose herewith Medical Certificate/Medical Fitness Certificate.(In case of leave on medical grounds only)

Signature of Reporting Officer / Head of  
the Section or Department

Signature (with date,  01/12/2025 ID. No. S389  
Name: Praveen Kumar Gaddam  
Department/Section: Computer Science and Engineering  
Designation: Junior Technical Superintendent  
Contact Mobile No.: 9059217339  
Office No.: \_\_\_\_\_