

To

The Director,
MDRAFM, Bhubaneswar
(Through Course Director)

Sub: Permission for 1 day casual leave on 12.04.2024
and Headquarter leaving permission from 12.04.2024 to
15.04.2024 (Morning)

Sir,

With due respect, I beg to state that, I Dhruj Kumar
Baidel, OFS probationer 2021 Batch, wants to attend my grand
mother's death anniversary on 12.04.2024 at my home
town Sambalpur and seek 1 day casual leave on 12.04.2024
and Headquarter leaving permission from 12.04.24 to 15.04.2024
(Morning).

Therefore, I request you to kindly grant me 1 day C.L.
on the above mentioned day and Headquarter leaving permission,
for which I shall be eternally grateful to you.

CUTM, Bhubaneswar
09/04/2024

Yours faithfully
Dhruj Kumar Baidel
OFS probationer - 2021 Batch