

To,

The Director,

MDRAFM, Bhubaneswar.

(Through Proper Channel)

Subject: Application for one-day casual leave
along with headquarters (leaving Dt: 3/6/24)

Respected Sir,

With due respect, I Amrita Hansdah, OFS (P)
want to state that, I was out of station for
voting and due to unavailability of bus ticket,
I am not able to return to Bhubaneswar. So,

I request you for one-day casual leave on
Dt: 3/6/24 (Monday) along with headquarters leaving permission.

Therefore, I may kindly be granted one-day
casual leave for the aforesaid period for which
I shall be grateful & obliged.

Yours Faithfully,

Amrita Hansdah.

OFS (P), 2021 Batch

Dt: 2/6/24