

To

The Director,
Madhusudan Das Regional Academy of Financial Management,
Bhubaneswar.

(Through proper channel)

(Sub: Requesting for half day casual leave on 29th July Forenoon
and headquarter's leaving permission from 27th July 2024
to 29th July 2024 Forenoon to visit my father.)

Revered sir,

I, Ipsita Moharana, OFSP - 2021 batch may be
allowed half day casual leave on 29th July 2024 Forenoon &
headquarter's leaving permission from 27th July 2024 to
29th July 2024 F.N. to visit my father who is suffering from
Glandoma.

Therefore, I request your kindness to grant my
application & oblige.

Bhubaneswar
dt: 24/07/2024

Yours truly

Ipsita Moharana

OFSP - 2021 batch

Roll no - 29

cnt: 8917269554

em. cnt: 7008153244