

To,
The Director,
MDRAFM, Bhubaneswar.

(Through the proper channel)

Subject: Application for 2 day casual leave from
Dt: 5/12/24 to Dt: 6/12/24.

Respected Sir,

With due respect, I Amrita Hansdah, OFS (P)
would like to inform you that, due to some medical
emergency in the family, I need to visit my home town
Baripada (Mayurbhanj) from Dt: 5/12/24 to Dt: 6/12/24.

So, I request you to kindly grant me
casual leave for the above aforesaid period, for
which I shall be grateful & obliged.

Yours faithfully,

CUTM, BBSR
Dt: 3/12/24.

Amrita Hansdah
OFS (P)