HOD  
IMSEC,

Date:2023-01-28

Subject:Leave Application

Sir/Ma'am

I am writing to ask you for a 1180 days days leave from 2023-01-28 to 2026-04-22 due to Ab Btech Nhi Krunga.... Ghr Pr Mai Ab Jata Hun..... Hari Daal pr baitha hun... Chupri Roti Khata Hun.. Thanda Pani Peeta Hun ... Chal Gauriya mai Aata Hun . I am going to resume work from 2026-04-22.

I shall be reachable on my mobile number and email during the period. My person in charge, Rohit Kr Pandey will be handling my tasks in my absence.

I will be thankful to you for considering my application.  
   
  
Yours Sincerely,  
   
Ram Badan Pandey