From:

Vijay K Prajapati

CPF no 127494

JARM ONGC

Mehsana

To:

Head HR/ER

ONGC Mehsana Asset

Mehsana

Through Proper channel

Sub: Request for Transfer from Mehsana Asset to Ahmedabad Asset on Medical Ground.

Respected Sir,

My name is Vijaykumar Kanaiyalal Prajapati working as Junior Assistant Ringman (JARM) and my CPF no is 127494 at present posted at M-750 –II ring Mehsana.

Since last eight years I am suffering from Ulcerative colitis which in increasing day by day, due to this blood comes with the stool, there is lot of loose motion and pain in stomach. I am undergoing treatment at Sterling Hospital Ahmedabad. Doctor has advised to have simple homemade food and advised to take less tension.

Sir at Present I am staying as Paying Guest. My Parents are aged. My mother also has Knee Problem she also is unable to walk properly therefore she is unable to come in Mehsana . I am the only son of my Parents.

Due to this reason I am unable to perform my duty sincerely. Therefore I request your kind honour considering the above facts I may please be transferred from Mehsana to Ahmedabad Asset so that I can look after myself and my old age Parents and perform my duty sincerely.

For this act of kindness I and my family shall be ever grateful to you.

Thanking you in anticipation.

Date: Yours Faithfully

Place: (Vijay K Prajapati)