



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

FORM - 19

ABSENTEES' STATEMENT

Deptt. / Section / Centre					
Period (should be from 21 st day of the previous month to 20 th day of the salary month)		From		To	
Sl. No.	Name & Designation of the employee	Was absent unauthorisedly or without sanction of any leave (Yes/No)	If Yes, Period of Absence		Remarks
			From	To	
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Date :

Signature of the HOD / HOS / HOC