

Permission requested to availed leave from 15.02.2021 to 17.02.2021

From : AJITHKUMAR Gopinathan <ajithk@hil.gov.in>

Tue, Feb 09, 2021 11:03 AM

Subject : Permission requested to availed leave from 15.02.2021 to 17.02.2021**To :** RAJESH CHOUBEY <gmfinance@hil.gov.in>

Dear Sir,

Kindly permit me to avail Earned Leave from 15.02.2021 to 17.02.2021 (3 days) to take part in the final rites relating to the immersion of ashes (Ashthi Visarjan) of my father at Rameshwaram. Being the elder son, as per our religion, it is customary to do the final rites at Rameshwaram and immerse the ashes.

In view of the reason stated above, I request you to kindly sanction 3 days EL.

On the work front, SAP entries are up to date except the filing of GSTR-9 for the FY 2019-20. The reconciliation of data for GSTR-9 is under process and as per the plan, it will be filed by the next weekend.

Submitted for your kind consideration please,

Ajith Kumar.G
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