



# HINDUSTAN INSECTICIDES LIMITED

(A Government of India Enterprise)  
5-9-86/1A, CHAPEL ROAD, HYDERABAD - 500 001.

## APPLICATION FOR LEAVE

Sr. No. 007

H.Q. Bangalore.

Dept./Section Marketing

Name of the Applicant S. MARIAPPAN

Designation DMM.

Leave required for one day (days) from 21.10.2019. to .....

Nature of Leave CL (Casual Leave)

Purpose of Leave To attend "Death cremation of Cousin Sister." Due to cardiac massive attack it was happened.

Address while on leave No. 7, 3rd Floor,

New Apartment, Mayyamb, SALEM. Tamilnadu.

Dated 19.10.2019.

SM  
Signature of the Applicant

### Admissability Certificate

.....days CL/EL/Sick Leave is due to him/her, He/She has already availed.....  
spells of earned Leave during the current year.

Personnel Clerk

Recommendations and remarks of the Personnel Department

Orders of Sanctioning Authority

Sanctioned/Refused

Sanctioning Authority

Entries made in the Attendance Register/Leave Register

Personnel Clerk

R.S.M.