



HINDUSTAN INSECTICIDES LIMITED

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

APPLICATION FOR LEAVE

Sr. No. 03

H.O. Gooty

Dept./Section Seed Division

Name of the Applicant G. Theja natha Reddy

Designation Officer (Seed production)

Leave required for 01 (days) from 05.06.2021 to 05.06.2021

Nature of Leave Casual leave

Purpose of Leave Personal Grounds

Address while on leave Shehalatha hospital, near Bus stand, Manda puramu.
Pist. 515001. A.P. 9985995050.

Dated 05.06.2021

Gouty
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.