

Email**AJITHKUMAR Gopinathan**

Application for two days sick leave

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

Thu, Jun 24, 2021 07:02 AM

Subject : Application for two days sick leave**To :** RAJESH CHOUBEY <gmfinance@hil.gov.in>

Dear Sir,

Good morning

As I am not feeling well, I am applying for two days of sick leave - 24.06.2021 and 25.06.2021. However, I will be attending all my official duties from home.

I request to approve my leave applied through the portal.

with regards,

Ajith Kumar.G
Asst. Finance Manager
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