

INDIAN STATISTICAL INSTITUTE

BANGALORE CENTRE

Name of Worker: **Nama Upanama**

Roll No.: ********

Category of Leave required:

- | | | |
|-------------|-----------------------|------------------|
| 1. Casual | 4. Duty | 7. Commuted |
| 2. Earned ✓ | 5. Special | 8. Maternity |
| 3. Half-pay | 6. Restricted Holiday | 9. Extraordinary |

Number of Days required: **7** Start Date: **15/06/2023** End Date: **02/07/2023**

Purpose for which leave is required: **Visiting home-town ***** with spouse availing LTC facility/To attend the Annual Conference of the Smart Ganita Society (22-24 Dec, 2023) at Ganita Anusthana, New Delhi**

Leave Address: **Very comfortable guest house or hotel**

Date: **November 21, 2023**

Signature of Worker:

For Office Use:

Eligible for Days

Sanctioned Days leave

From To

Signature of the Sanctioning Authority
