

**Special Leave Application For Matri Pitri Vandana**

| Application Id:                        | <b>spllleave/34/2024/125549</b>             |                       |  |                         |
|--|---|-----------------------|--|-------------------------|
| Name of Employee:                      | SAIFUL ISLAM                                |                       |  |                         |
| Emp ID:                                | 62307 (This is System Generated ID*)        |                       |  |                         |
| Designation:                           | BLOCK MIS EXECUTIVE                         |                       |  |                         |
| Office Name:                           | Pub Mangaldai Development Block             |                       |  |                         |
| Department:                            | Panchayat and Rural Development Department. |                       |  |                         |
| Belongs To Essential Service Category: | No  |                       |  |                         |
| Leave From                             | Leave To                                    | Spend Time with/Visit | Address During Leave   | Leave Accepted/Rejected |
| 06-11-2024                             | 08-11-2024                                  | parents               | NONGKALIKHAI,<br>CHERRAPUNJI,<br>MEGHALAYA 793111<br>CHERRANPUNJI Post<br>Office<br>:LADMAWPHLANG<br>PIN :793111 |                         |

Note: Leaves will be considered only for working days. 7th November, 2024 being Chhat Puja - a notified Govt holiday will be excluded if it falls in between the leave dates.

**Signature of Employee**

**Seal & Signature of Head of Department/Reporting Officer**