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| mnnit college logo.jpg | **Ekksrhyky usg: jk”Vªh; izkS|ksfxdh laLFkku bykgkckn****bykgkckn&211004 ¼Hkkjr½****Motilal Nehru National Institute of Technology Allahabad**Allahabad-211004 (India) |

**dk;ZLFky@LVs’ku NksM+us dh vuqefr gsrq izkFkZuk&i=****Application for Station Leaving Permission**1. uke@ Name%‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑‑---------
2. inuke@ Designation%-----------------------------------------------------------------------------------------------------------------------------------------------------
3. foHkkx@ Department%------------------------------------------------------------------------------------------------------------------------------------------------------
4. dk;ZLFky NksM+us dk dkj.k@ Reason for leaving the station %--------------------------------------------------------------------------------------
5. ¼d½ inHkkj xzg.k djus okys dk uke o in@ Charge Handed over to %--------------------------------------------------------------------

¼[k½ lEcfU/kr O;fDr dh lgefr@ Consent of the person concerned %-----------------------------------------------------1. vkosfnr vodk’kksa dk fooj.k@Loh—r vodk’k ;k ljdkjh dk;kZy;h dk;Z ij izfrfu;qfDr@ Details of leave applied for/ sanctioned holidays or deputation on official work Consent %

izdkj@Type-------------------------fnukad @From date--------------------------------- ls fnukad @Till date -----------------------------------rd1. vuqifLFkfr dh vof/k@ Period of absence% fnukad@From Date-----------------------------------le;@Time ---------------------------------------ls fnukad@Till date -------------------------------------------le;@Time ---------------------------- rd
2. d{kkvksa dk fooj.k@ Details of class engagement%

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1. vuqifLFkfr vof/k ds e/; irk@eksckby ua0@ Address/ Phone No. during absence%----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

fnukad@ Date--------------------- ¼**vkosnd ds gLRkk{kj**@ Signature of the Applicant) **¼lgefr@vlgefr@** Permitted/Not Permitted) **¼foHkkxk/;{k ds gLrk{kj½ @** **Signature of HOD, Cell / Section In charge etc ¼foHkkxk/;{k@funs’kd ds gLrk{kj@(HOD/Director’s Signature)*** lHkh deZpkjh foHkkx@dsUnz@d{k@v/;{k ls vuqefr ysxsa] tgkWa vfHkys[k j[kk tkrk gS@ All employees shall seek permission from the Head of the Department/Centre/Cell / Section, who shall maintain the records.
* dsoy vf/k”Bkrk@foHkkxk/;{k@dqylfpo@dsUnz izHkkjh@ladk; izHkkjh@izHkkjh@vuqHkkx vf/kdkjh@ v/;{k Nk= fØ;k dyki dsUnz@eq[; laj{kd@vf/k’kk”kh vfHk;ark@fpfdRlkf/kdkjh dk;ZLFky NksM+us ds fy, funs’kd ls vuqefr izkIr djsaxsaA@ Only Deans/HODs/Registrar/Centre In charges/Faculty In charges/ Officer In charges/Section In charges/ President SAC/ Chief Warden/ Executive Engineer/ Medical Officer shall seek station leaving permission from the Director.
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