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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 -----------------------------------rd   1. 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%  |  |  |  | | --- | --- | --- | |  |  |  | |  |  |  | |  |  |  |  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. |