



राष्ट्रीय प्रौद्योगिकी संस्थान, मणिपुर

NATIONAL INSTITUTE OF TECHNOLOGY, MANIPUR

An Autonomous Institute under MHRD, Govt. of India.

**STAFFS' LEAVE APPLICATION FORM**

1. Name of the Staff : .....
2. Department : .....
3. Designation : .....
4. Leave availed so far (for the contract period) : .....
5. No. of days applied for : .....
6. Date : .....
7. Purpose : .....
8. Leave Address : .....
9. Contact Number : .....

Signature of applicant

Recommended / Not Recommended (HOD)

Sanctioned / Not Sanctioned