## College of Engineering, Adoor Manakala P O, Pathanamthitta 691 551

## APPLICATION FOR COMPENSATORY LEAVE

Name	:		
Designation	:		
Regular /Contract	:		
No. of compensatory leave already availed in			
the current year	:		
Details of compensatory leave applied for	: Days	From	То
Details of duty performed in lieu of compensation	:		
Reason for leave	:		
Work as per timetable and adjustment			
Name of faculty :			
Designation :			
Signature of Applicant	:		
Recommendation of Head of Department	:		
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PRINCIPAL

Sanctioned