



Dr.T.THIMMAIAH INSTITUTE OF TECHNOLOGY
Oorgaum, Kolar Gold Fields, Karnataka – 563120
(Affiliated to VTU, Belgaum, Approved by AICTE - New Delhi)

CASUAL LEAVE FOR STAFF

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Dr. T. THIMMAIAH INSTITUTE OF TECHNOLOGY

OORGAUM, K.G.F - 563 120.



APPLICATION FOR LEAVE

1. Name: _____
2. Designation _____ Dept: _____
3. No. of days leave required _____ from _____ to _____
4. Total No. of days leave availed : **CL** **SCL** **VL**
5. Purpose : _____

6. Address during the above period: _____

Date: _____

Signature of the Staff

Recommended

Sanctioned

HOD of Respective
Department

Vice-PRINCIPAL

PRINCIPAL

Dr. T. Thimmaiah Institute of Technology



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OORGAUM, K. G.F – 563 120.

APPLICATION FOR LEAVE /OFFICE COPY

1. Name: Premalatha. D
2. Designation Asst. Prof Dept: CSE
3. No. of days leave required 1/2 from 9/9/2020 to 9/9/2020
4. Total No. of days leave availed : CL SCL VL
5. Purpose : Personal.
6. Address during the above period: _____

Date: 9/9/2020

Premalatha
Signature of the Staff

Recommended
HOD of Respective Dept

[Signature]

[Signature]
10/09/2020
Vice-Principal

[Signature]
Sanctioned
PRINCIPAL
PRINCIPAL
Dr. T. Thimmaiah Institute of Technology
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OORGAUM, K. G.F – 563 120.

CL

APPLICATION FOR LEAVE

- Name: Mohana. C
- Designation Asst Prof Dept: ECE
- No. of days leave required 2 from 19/1/2021 to 20/1/2021
- Total No. of days leave availed : CL SCL VL
- Purpose : Personal work
- Address during the above period: 876 2029892

Date: 18/1/2021

Mohana.C
Signature of the Staff

Recommended
Vijaya Shanthi
HOD of Respective
Department
18/1/2021

[Signature]
Vice-PRINCIPAL
19/01/21

Sanctioned
[Signature]
PRINCIPAL
PRINCIPAL
Dr. T. Thimmaiah Institute of Technology
Oorgaum, K. G. F- 563120
23/01/2021