



राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भुवनेश्वर  
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH BHUBANESWAR

संतान पालन अवकाश के लिए आवेदन / APPLICATION FOR CHILD CARE LEAVE

1. Name: \_\_\_\_\_ 2. P. F. No. \_\_\_\_\_
3. Designation: \_\_\_\_\_ 4. School / Section \_\_\_\_\_
5. Name of the Child for whom CCL is applied for: \_\_\_\_\_
6. DOB of the child \_\_\_/\_\_\_/20\_\_\_ 7. Date on which child will be attaining age of 18 years: \_\_\_/\_\_\_/20\_\_\_
8. Is the child among the two eldest children?  Yes /  No
9. Leave Applied for \_\_\_\_\_ day(s), from \_\_\_/\_\_\_/20\_\_\_ to \_\_\_/\_\_\_/20\_\_\_
10. Details of Prefixed / suffixed holidays, if any: \_\_\_\_\_
11. Reason(s) of leave applied for: \_\_\_\_\_
12. Total Child Care Leave availed till date: \_\_\_\_\_
13. Details of last leave (nature & period) availed: \_\_\_\_\_
14. (a) Whether permission to leave headquarter is required?  Yes /  No  
(b) If yes, Address & Telephone No. during leave period: \_\_\_\_\_

दिनांक / Date: \_\_\_/\_\_\_/20\_\_\_

आवेदक का हस्ताक्षर / Signature of the Applicant

स्कूल के अध्यक्ष/अनुभाग के प्रमुख की सिफारिश / Recommendation of Chairperson of the School/Head of Section

Leave recommended /  Not recommended

Special remarks if any \_\_\_\_\_

हस्ताक्षर / Signature

प्रशासन अनुभाग में प्रयोग हेतु / To be used in Administration Section

Leave Status: \_\_\_\_\_ on \_\_\_/\_\_\_/20\_\_\_

Dealing Assistant: \_\_\_\_\_

A.P.O./A.O-I (Admin.): \_\_\_\_\_

A.O.-III (Admin.): \_\_\_\_\_

Leave Granted /  Not Granted

Signature of Sanctioning Authority: \_\_\_\_\_

Designation: \_\_\_\_\_