

ASSAM SCHEDULE-III (SEC-I) FORM NO. 71.
REVISED 1939

APPLICATION FOR LEAVE OF GAZETTED OFFICERS

Note: Item 1 to 10 must be filled on by the applicant. Item 9 applied only in case of an application for leave on average pay on medical certificate/under provision to fundamental rule 81(b) (ii).

1. Name of Applicant : _____

2. Post hold : _____

3. Department or Office : _____

4. Pay : Rs. _____

5. House allowance, conveyance allowance or other composition allowances drawn in the present Post _____ Rs. _____

6. Nature and period of leave applied for and date from which required: _____

7. Grounds on which leave is applied for: _____

8. Date of return from last leave, and the nature and period of that leave: _____

9. Certified that in the event of my deciding to retire from service at the end of the leave (or an extension of leave or on extension of leave) on average pay on Medical Certificate granted to me under the provision to fundamental rule 81(b) (ii). I under take to refund the difference between the average pay and half average pay for the period of leave on average pay, which would not have been admissible had the provision referred to above not been applied:

10. Leave address : _____

Date: _____

Signature of applicant

(_____)

11. Remarks and / or recommendation of the controlling officer.

12. Date: _____ Signature: _____

Designation: _____