ANNEXURE

Govt. of National Capital Territory of Delhi
Ch.Brahm Prakash
Government Engineering College, Jaffarpur
(An Institute specializing in Civil & Environmental Engineering)
New Delhi-110073.

PERFORMA TO BE FILLED BY THE FACUTY BEFORE PROCEEDING ON LEAVE

TO BE ATTACHED WITH THE LEAVE APPLICATION

Sr.no (col. 1)	DATE (col.2)	Arrangement as per time table (col. 3)		Leave Arrangement (col.4)		Name of the faculty taking the substitute classes (as per col. 4) (col.5)	Signature of the faculty taking substitute classes (as per col. 4) (col. 6)
		Time	Subject code/ paper	Time	Subject code/ paper		

Note: Attach another sheet, if required.

Name & Designation of the applicant:

Sign. of the applicant: