

Form IIIA

(Leave Form)

(for the Year/Period from to)

A. PERSONAL DATA

1. Name and I.D. of the Officer:			
2. Cadre/Year of Joining:			
3. Date of Birth:			
4. Present Pay Level:			
5. Present Post:			
6. Date of joining to Present Post:			
7. Study Leave/Leave Details:			
Course	Institution	Duration	
		From	To
8. Period of Sanctioned Leave:			
9. Details of Degree/Certificate/Diploma and Evaluation obtained during the Period (Copies to be enclosed)			
Degree/Certificate/Diploma		Evaluation	
10. Date of Filling Annual Property Returns:			