

**ICAR- CENTRAL INSTITUTE FOR RESERCH ON GOATS,
MAKHDOOM, P.O.FARAH-281 122, MATHURA U.P.**

APPLICATION FORM FOR EARNED LEAVE OR EXTENSION OF LEAVE

1.	Name of applicant		
2.	Post held		
3.	Department, Office and Section		
4.	Pay		
5.	House Rent and other Compensatory allowances drawn in the present post		
6.	Nature and period of leave		
7.	Number of Days & date from which the leave required		
8.	Sunday, and holidays, if any proposed to be prefixed/suffixed to leave		
9.	Grounds on which leave is applied for		
10.	Date of return from last leave and the nature and period of that leave	-	
11.	I propose/do not propose to avail myself of leave travel concession for the block years_____	-	
12.	Address during the leave period :		
13.	I undertake to refund the leave salary drawn during not due which would not have been admissible had FR 81 (C)/Rule 11 (d) of the Revised Leave Rules 1933 not been applied. In the event of my voluntary retirement or resignation from service at any time until I earn half pay leave not due availed of by me.		

Signature of applicant(With date)

13. Remarks and or recommendation of the Controlling Officer.

Signature/Designation(With date)

CERTIFICATE REGARDING ADMISSIBILITY OF LEAVE

Certified that _____ for (Nature of Leave) _____
(period) from _____ to _____ is admissible under Leave Rules.

Signature/Designation (With date)

Orders of the competent authority to grant leave

Signature/Designation(With date)

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If the applicant is drawing any compensatory allowance, it should also be indicated in the orders on the expiry of leave, the Government serving similar allowance.