

May please upload the annexed EL form in DUSIB website also delete the already uploaded EL form in DUSIB site. So, that employee can download latest form for leave purpose.

18/5/23

Head Clerk(Estt.)

By .Director (System)

18.5.23

AO pl. upload.

18/5/23

Programmer

R. 1420/ESH/2023
21
18/5/23

Diary No. 486 004424
Date 18/5/23
Computer Division (DUSIB)
Govt. of NCT of Delhi

**DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF NCT OF DELHI**

APPLICATION FOR LEAVE OR FOR EXTENSION OF LEAVE

1. Name of applicant : _____
2. Post held : _____
3. Department, Office and Section : _____
4. Pay : _____
5. House rent and other compensatory allowance drawn in present post : _____

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

7. Sunday and holidays, if any Proposed to be prefixed Suffixed to leave : _____

8. Ground on which leave is applied for : _____
9. Date of return from last leave and the nature and period of that leave : _____

10. I proposed/ do not proposed to avail myself of leave travel concession for the block years _____ during the ensuing leave : _____

11. Address during the leave period : _____

Signature of Applicant
(with date)

12. Remarks and/or recommendation of the controlling officer

Signature (with date)
Designation

CERTIFICATE REGARDING ADMISSIBILITY OF LEAVE

13. Certified that _____ (nature of leave) for _____
Period from _____ to _____ is admissible under Rule
_____ of the Central Civil Service (Leave) Rule 1972.

Signature (with date)
Designation

14. Orders of authority Competent to sanction leave

Signature (With Date)
Designation