## APPLICATION FOR CHILD CARE LEAVE

1.	Name of the Applicant		:	-	
2.	Designation		:	-	
3.	Dept/Office/Section		:	-	
4.	Name of Child for whom Child Care leave is applied for		:		
5.	Date of Birth of the Child		:		
6.	Date on which child will be attaining 18 years.		:	-	
7.	Is the child among the two eldest Children		:	Yes/No	
8.	EL in credit (as on date)		:		
9.	Period of Leave-	Days	:	From	To
	Prefix/Suffix of holidays, if	any	:	_	
10.	Reason(s) for leave applied for		:		
11.	Total Child Care Leave availed till date		:		
12.	(a) Whether permission to leave station is required		:	Yes/No	
	(b) If Yes, Address during leave period		:		
13.	Date of return from last leave, & nature and period of that leave		:		
Date:					Signature of applicant Pay Card No
Remarks of Controlling Officer					
Leave Recommended / Leave Not Recommended.					
Date:					Signature
					Designation
					Office