

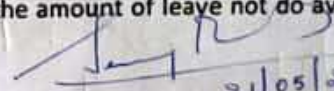
Form No. 13
APPLICATION FOR LEAVE
(Rule 113 Part I)

Note: Item 1 to 16 must be filled in by all applicants whether Gazetted or Non-Gazetted

- 1) Name of Applicant : JENSY ROSHAN F.
 2) Date of birth : 30-09-1981
 3) Post Held : Assistant Professor
 4) Department, office and section : Dept. of Zoology, St. John's College, Anchal
 5) Pay and scale of pay : Level 11 (68900-205500); 99583
 6) Date of entry in service : 01-06-2011
 7) Date of commencement of continuous service : 01-06-2011
 8) Whether the applicant has got confirmation if and post, if so from which date and in which post : Yes; 01-06-2011
 9) Address during leave : BETHUEL, NEELAMTHOTTAM, NEAR
 LEKSHMINADA, KOLLAM-691013
 10) House rent allowance, conveyance allowance or other compensatory allowance drawn in the present post : Rs.3292
 11) Nature and period of leave applied for and date from which required : Maternity leave; 180 days;
 June 1st 2023 to November 27th 2023
 12) Sundays and holidays, if any proposed to be prefixed/suffixed to leave :
 13) Ground on which leave is applied for : maternity
 14) Date of return from last leave and the nature and period of that leave :

a) I undertake to refund the difference between the leave salary drawn during commuted leave and that admissible during half pay leave which would not have been admissible in the event of my retirement from service at the end during the currency of leave.
 b) I undertake to refund the leave salary drawn "leave not due" which would not have been admissible had Rule 85, part I not been applied in the event of my voluntary retirement or resignation from service at any time until I on half pay leave not less than the amount of leave not do availed of by me.

16) Place : Anchal

Signature of Applicant  31/05/2023
(with date)

17) Remarks and/or recommendation of the controlling officer

Signature (with date) & Designation 

Notes:-

CERTIFICATE REGARDING ADMISSIBILITY OF LEAVE
(By accountant General in the case of Gazetted Officers)
DRAWING AND DISBURSING OFFICER
St. JOHN'S COLLEGE, ANCHAL

18) *Certified that Dr. JenSy Roshan F.
 (Nature of leave) for Maternity Leave (180 days)
 From 01/06/2023 to 027/11/2023 is admissible under
 rule 84 of the Kerala Service Rules.

Signature (with date)
 Designation

19) *Orders of the Sanctioning Authority

Signature (with date)
 Designation

*If the applicant is drawing any compensatory allowance the sanctioning authority should state whether on the expiry of leave he is likely to return to the same post or to another post carrying a similar allowance.