Sub: Permission to avail paternity leave-reg.

Submitted to the Director.

I may please be permitted to avail paternity leave from 27th August to 8th September, 2014 as my wife Mrs. Sinimol P.V. delivered a baby on 8th March, 2014. A copy of the hospital discharge summary is enclosed herewith along with leave application.

22.08.14 Dr.Shijith Kumar C

Library and Information Officer

Approved/Not Approved

Director