



Y%, xl d j hU úYj úoHd, h - l 7 hdmáh
 THE WAYAMBA UNIVERSITY OF SRI LANKA – KULIYAPITIYA

kj dvq b, á'í m; %\$
 APPLICATION FOR LEAVE

wdh; k i x. %h" mß' xii, 2:1/
 Ch.XII, 2:1. Establishment Code

1' ku Name			
2' ; k; € Designation		3. wOHhkdYh\$ wxYh Dept./ Branch	
4. kj dvq b, a d i ák Èk . Kk Number of Days Leave applied for	wkñí Casual	úfól Vacation	fj k; a Others
5. mj ; kd j %l fh\$. ; a kj dvq Leave taken in current year			
6. uq a m; úfi Èkh Date of First appointment	j \$ \$Y	ud\$ \$M	È\$ \$D
7. kj dvq mgka . kkd okh Date of Commencing leave			
8 kej ; fi j hg meñfKk Èkh Date of resuming of duties			
9. kj dvq b, a ñg fya =	10. kj dvq l d, fh\$, mkh		11.
			whýi l ref. a w; á k Signature of Applicant Èkh\$ \$ Date.....

<p>12. b, á'í l re fj kj g j ev l f ug tkō fj ñ</p> <p>I agree to act for the applicant</p>	<p>w; í k</p> <p>Signature</p>	<p>Ekh</p> <p>Date</p>
<p>13. k¼foð/ l rñ\$ fkd l rñ</p> <p>Recommended/ Not Recommended</p>	<p>j evn, k k s Odðhd</p> <p>Officer Acting</p>	
<p>14. kj dvq wkµ; l rkq, efí \$ wkµ; l rkq fkd, efí</p> <p>Leave allowed/ Not allowed</p>	<p>wél rK k s Odðhd</p> <p>Supervising Officer</p>	
<p>15. i gyka l rf. k wdmi q tj ñ</p> <p>Noted and returned</p>	<p>fomð; fi ka = mðdkhd</p> <p>Head of Department</p>	
<p>16. kj dvq f, l k fha i gyka l rk , É m g q wxl h</p> <p>Noted in Leave Register Follo. No.</p> <div data-bbox="174 1254 351 1353" style="border: 1px solid black; width: 158px; height: 62px; margin: 10px auto;"></div>	<p>b, á'í l re</p> <p>Applicant</p>	
<p>kj dvq , m d re</p> <p>Leave Clerk</p>		