

6.3.1. THE INSTITUTION HAS EFFECTIVE WELFARE MEASURES FOR TEACHING AND NON-TEACHING STAFF



ADDITIONAL INFORMATION

To,

The Principal
Mangolnganbi College,
Ningthoukhong

Dated : 23rd Nov '21

Subject : Submission of Relieving order for
joining back to duty.

Respected Sir,

I'm very grateful to you for granting me leave and awaiting the opportunity to attend the 33rd Faculty Induction Programme conducted by HRDE of Mizoram University from 2-22nd Nov '21. Therefore, I am submitting my Relieving Order from the programme to join back to my duties.

6/12/21
for sign

Thanking you.
Shangembam Olivia
Assistant Professor

Date: 03/12

To,
The Principal,
Mangolgarbi College,
Ningthoukhong

Subject: Permission for attending
UGC - HRDC - MV, Refresher course
Chemistry

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-121
✓
Sir,

I am glad to inform you that Refresher
in Chemistry entitled, "Recent Advances in
Research" is organized at Manipur University.
I would like to attend the above mentioned
course. So, I therefore request you to kindly grant
the permission to attend the upcoming Refe
course.

Thanking you.

Signature p/2
12/21

Sincerely yours
Oinam Bijeta Ch
Chemistry Dep

The Principal,
Mangalaganga College,
Ningthoukhong, Bishnupur.

Sub: Prayer for Leave of absence
from 10 to 14 January, 2022.

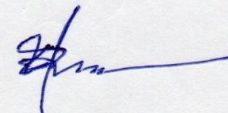
Respected Sir,

Most respectfully I beg to state
that I am unable to attend college
from 10th January to 14th January, 2022
owing to my personal work in Shillong.

I, therefore, request you kindly
grant me leave of absence for the
period mentioned above.

Thanking you Sir.

Yours faithfully



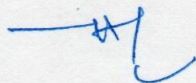
DR. A. SHYAM SINGH

Asst. Prof. of Philosophy

MNC.

Dt. 8/1/2022

✓
for KK



To,

Date: 16/12/21

The Principal,

Mangolnganbi College,

Ningthoukhong

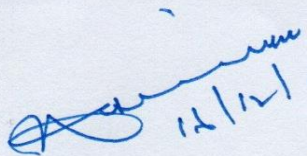
Subject: Request for leave

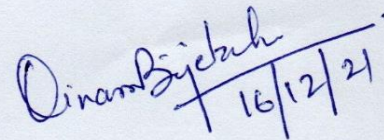
Dear Sir,

With due respect and humble submission, I beg to state that, I will be unable to attend work due to health condition from 17th to 24th Dec. 2021. I will be undergoing surgery and advised to rest for a week.

Kindly grant me for the above mentioned subject. I shall be grateful to you for your kindness. I shall submit a medical certificate to verify the need for leave.

Sincerely Yours


12/12/2021
for N/A
H/C


16/12/21

OINAM BIJETA CHANU

Chemistry Department

Mangolnganbi College

Ningthoukhong