



ਸਨਾਤਨ ਧਰਮ ਕੰਨਿਆਂ ਮਹਾਂਵਿਦਿਆਲਾ ਮਾਨਸਾ-151505 (ਪੰਜਾਬ)  
S.D. KANYA MAHAVIDYALA, MANSa-151505 (PB.)

(Affiliated to Punjabi University, Patiala)  
An Education Crusading Women's Education Since 1970

Ref. No. SDKMV/\_\_\_\_\_

Dated: \_\_\_\_\_

### Maternity Leave

The institution provides the facility of Maternity leave to attend Female employee as per as the Norm of Management/Punjabi University Patiala/ Government. The details of Maternity leave provided during the last five years is as follows:

Name	Department	Date
2020-2021		
Ms. Amandeep Kaur	Fashion Designing	22/06/2020 to 17/12/2020
Ms. KanwalJeet Kaur	Computer Science	28/09/2020 to 16/04/2021
Ms. Simmy Bansal	English	12/01/2020 to 09/07/2020



  
Principal,  
D. Kanya Mahavidyala,  
Mansa - 151505

# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF

Aug - 2020

Name		य. वैश्वनी ३				य. मन्मरीप ३				य. वैश्वनी ३			
Designation		महाविद्यालय शिक्षा निदेशिका				महाविद्यालय शिक्षा निदेशिका				महाविद्यालय शिक्षा निदेशिका			
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	
1					र- डिन								
2				S	U	N	D	A	Y				
3	9:00	Bedli	3:00	C-leave					9:00	Bedli	3:00	Bedli	
4	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
5	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
6	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
7	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
8				C-leave					9:00	Bedli	3:00	Bedli	
9				S	U	N	D	A	Y				
10	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
11	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
12													
13	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
14	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
15													
16				S	U	N	D	A	Y				
17	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
18	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
19	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
20	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
21				S					9:00	Bedli	3:00	Bedli	
22				S					9:00	Bedli			
23				S	U	N	D	A	Y				
24	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
25	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
26	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
27	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
28	9:00	Bedli	3:00	Bedli					9:00	Bedli	3:00	Bedli	
29													
30				S	U	N	D	A	Y				
31	9:00	Bedli	3:00	Bedli								C-leave	

### Statement of Leaves taken

This Month	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total
										1		5



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF Sep-2020

Name		पं. चक्रवीर रेड				पं. मन्मथरेण रेड				पं. विष्णु रेड			
Designation		महाविद्यालय प्रबन्धक				महाविद्यालय प्रबन्धक				महाविद्यालय प्रबन्धक			
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	
1	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
2	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
3	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
4	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
5	<del>-----</del>												
6	<del>-----</del>												
7	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
8	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
9	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
10	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
11	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
12	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
13	<del>-----</del>												
14	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
15	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
16	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
17	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
18	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
19	9:00	B/D	3:00	B/D					<del>-----</del>				
20	<del>-----</del>												
21	9:00	B/D	3:00	B/D					<del>-----</del>				
22	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
23	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
24	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
25	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
26	9:00	B/D	3:00	B/D					9:00	B/D	3:00	B/D	
27	<del>-----</del>												
28	9:00	B/D	3:00	B/D					<del>-----</del>				
29	9:00	B/D	3:00	B/D					<del>-----</del>				
30	9:00	B/D	3:00	B/D					<del>-----</del>				
31	<del>-----</del>												

### Statement of Leaves taken

	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total
This										2	6	8



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF Oct - 2020

Name		यु. चरमीड वेठ				यु. ममारीय वेठ				यु. वीरमीड वेठ			
Designation		मजिस्ट्रियेट वेठ डिप्टी एग्जिक्यूटिव्ह				मजिस्ट्रियेट वेठ डिप्टी इन्स्पेक्टर				मजिस्ट्रियेट वेठ डिप्टी इन्स्पेक्टर			
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	
1	9.00	B.T	3.00	B.T									
2					H/Wn रेशन मजिस्ट्रियेट वेठची ती								
3		C-leave											
4					S O N D A Y								
5	9.00	B.T	3.00	B.T									
6	9.00	B.T	3.00	B.T									
7	9.00	B.T	3.00	B.T									
8	9.00	B.T	3.00	B.T									
9	9.00	B.T	3.00	B.T								Medical	
10	9.00	B.T	3.00	B.T									
11	9.00	B.T	3.00	B.T									
12	9.00	B.T	3.00	B.T								leave	
13	9.00	B.T	3.00	B.T									
14	9.00	B.T	3.00	B.T									
15	9.00	B.T	3.00	B.T									
16					छात्रा दिसा छात्रा ती नाम रिजल								
17					मजिस्ट्रियेट वेठची मजिस्ट्रियेट वेठची								
18					S O N D A Y								
19	9.00	B.T	3.00	B.T									
20	9.00	B.T	3.00	B.T									
21	9.00	B.T	3.00	B.T									
22	9.00	B.T	3.00	B.T									
23	9.00	B.T	3.00	B.T									
24		C-leave											
25					S O N D A Y								
26	9.00	B.T	3.00	B.T									
27	9.00	B.T	3.00	B.T								leave	
28	9.00	B.T	3.00	B.T									
29	9.00	B.T	3.00	B.T									
30					वेठ - वेठ मजिस्ट्रियेट वेठची								
31					मजिस्ट्रियेट वेठची मजिस्ट्रियेट वेठची								

### Statement of Leaves taken

Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF

NOV - 2020

Name		पं. चरमोड बे				पं. मन्सरीप बे				पं. ब्रह्मनीड बे			
Designation		मार्ग प्रेमो रिम लजादी				मार्ग प्रेमो रिम डेमो डिजाइनिंग				मार्ग प्रेमो रिम डेमो			
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	
1				S	U	N	D	A	Y				
2	9.10	B.T	3.10	B.T									
3	9.10	B.T	3.10	B.T									
4	9.10	B.T	3.10	B.T									
5	9.10	B.T	3.10	B.T									
6	9.10	B.T	3.10	B.T									
7		c leave											
8				S	U	N	D	A	Y				
9	9.10	B.T	3.10	B.T									
10	9.10	B.T	3.10	B.T									
11	9.10	B.T	3.10	B.T									
12	9.10	B.T	3.10	B.T									
13													
14													
15				S	U	N	D	A	Y				
16		c leave											
17	9.10	B.T	3.10	B.T									
18	9.10	B.T	3.10	B.T									
19	9.10	B.T	3.10	B.T									
20													
21		c leave											
22				S	U	N	D	A	Y				
23	9.10	B.T	3.10	B.T									
24	9.10	B.T	3.10	B.T									
25		c leave											
26	9.10	B.T	3.10	B.T									
27	9.10	B.T	3.10	B.T									
28		c leave											
29				S	U	N	D	A	Y				
30													
31													

### Statement of Leaves taken

This Month	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF Dec-2020

Name		प. चकनीड डे				प. मन्मारीय डे				प. वेदकनीड डे			
Designation		महाविद्यालय प्रबन्धिका शिक्षा पंजाबी				महाविद्यालय प्रबन्धिका शिक्षा पंजाबी				महाविद्यालय प्रबन्धिका शिक्षा पंजाबी			
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	
1	9.00	B.K	3.00	B.K									
2	9.00	B.K	3.00	B.K									
3	9.00	B.K	3.00	B.K									
4	9.00	B.K	3.00	B.K									
5													
6				S	U	N	D	A	Y				
7	9.00	B.K	3.00	B.K									
8													
9	9.00	B.K	3.00	B.K									
10	9.00	B.K	3.00	B.K									
11	9.00	B.K	3.00	B.K									
12	9.00	B.K	3.00	B.K									
13				S	U	N	D	A	Y				
14	9.00	B.K	3.00	B.K									
15	9.00	B.K	3.00	B.K									
16	9.00	B.K	3.00	B.K									
17	9.00	B.K	3.00	B.K									
18	9.00	B.K	3.00	B.K	9.00		3.00						
19													
20				S	U	N	D	A	Y				
21	9.00	B.K	3.00	B.K	9.00		3.00						
22	9.00	B.K	3.00	B.K	9.00		3.00						
23	9.00	B.K	3.00	B.K	9.00		3.00						
24	9.00	B.K	3.00	B.K	9.00		3.00						
25													
26													
27				S	U	N	D	A	Y				
28													
29													
30													
31													

Statement of leaves taken



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF

Jan-21

Name		य. चव्हाण				य. माहारीय बेग				य. वंदनाती बेग			
Designation		नामिका पदवीय शिक्षा लीजारी				नामिका पदवीय शिक्षा केंद्र प्रिन्सिपल				नामिका पदवीय शिक्षा प्रिन्सिपल			
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	
1													
2													
3	S U N D A Y												
4	पुनर्वसु शुक्रवार १२/०१/२०२१												
5													
6													
7													
8													
9	9:00	B.T	5:00	B.T	9:00		3:00						
10													
11	9:00	B.T	3:00	B.T	9:00		3:00						
12	9:00	B.T	3:00	B.T	9:00		3:00						
13	9:00	B.T	3:00	B.T	9:00		3:00						
14	9:00	B.T	3:00	B.T	9:00		3:00						
15	9:00	B.T	3:00	B.T	9:00		3:00						
16	9:00	B.T	3:00	B.T	9:00		3:00						
17													
18													
19	9:00	B.T	3:00	B.T	9:00		3:00						
20	गठबन्धन का दिनांक २०/०१/२०२१												
21	9:00	B.T	3:00	B.T	C-leave								
22	9:00	B.T	3:00	B.T	9:00		3:00						
23	9:00	B.T	3:00	B.T	9:00		3:00						
24													
25	9:00	B.T	3:00	B.T	9:00		3:00						
26	गठबन्धन का दिनांक २५/०१/२०२१												
27	9:00	B.T	3:00	B.T	C-leave								
28	9:00	B.T	3:00	B.T	9:00		3:00						
29	9:00	B.T	3:00	B.T	9:00		3:00						
30	9:00	B.T	3:00	B.T	9:00		3:00						
31													

### Statement of Leaves taken

This Month	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF जुलाई 2021

Name: प्र. घण्टी उपा. प्र. मास्टर सीप का. प्र. नरेश्वरी उपा.  
 Designation: मास्टर प्र. (इंग्लिश) मास्टर प्र. (वीप डिप.)

Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.
1	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
2	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
3	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
4	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
5	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
6	9.00	Bt	3.00	Bt		leave						
7				S	9.00	N	D	A	Y			
8	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
9	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
10	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
11	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
12	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
13	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
14												
15	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
16	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
17	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
18	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
19	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
20	9.00	Bt	3.00	Bt		leave						
21												
22	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
23	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
24	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
25	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
26	9.00	Bt	3.00	Bt	9.00	Pr	3.00	Pr				
27												
28												
29												
30												
31												

### Statement of Leaves taken

	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total
This Month												
Previous												
Total												



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER

FOR THE MONTH OF March-2021

Name	प. एकमी देव	प. मन्मरी देव	प. देवमी देव
Designation			

18/03/21

Sl. No.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.
1	9.00	B/c	4.00	B/c	9.00	SP	3.00	SP				
2	9.00	B/c	5.00	B/c	9.00	SP	3.00	SP				
3	9.00	B/c	6.00	B/c	9.00	SP	3.00	SP				
4	9.00	B/c	4.00	B/c	9.00	SP	3.00	SP				
5	9.00	B/c	9.00	B/c	9.00	SP	3.00	SP				
6	9.00	B/c	5.00	B/c	9.00	SP	3.00	SP				
7	SUNDAY				SUNDAY				Y			
8	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
9	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
10	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
11	<del>9.00 B/c 3.00 B/c 9.00 SP 3.00 SP</del>											
12	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
13	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
14	SUNDAY				SUNDAY				Y			
15	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
16	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
17	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
18	9.00	B/c	3.00	B/c	C-leave							
19	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
20	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
21	SUNDAY				SUNDAY				Y			
22	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
23	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
24	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
25	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
26	SUNDAY				leave							
27	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
28	SUNDAY				SUNDAY				Y			
29	<del>9.00 B/c 3.00 B/c 9.00 SP 3.00 SP</del>											
30	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP				
31	9.00	B/c	3.00	B/c	9.00	SP	3.00	SP	?	?		

### Statement of Leaves taken

	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total
This Month												
Previous												
Total												



# S. D. Kanya Mahavidyala, Mansa

## ATTENDANCE REGISTER FOR THE MONTH OF

15th-2022

Name		Designation		Name		Designation		Name		Designation		
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11	9:00	BTD	3:40	BTD								
12	9:00	BTD	3:40	BTD	9:00		3:40					
13	9:00	BTD	3:40	BTD	9:00		3:40					
14	9:00	BTD	3:40	BTD	9:00		3:40					
15	9:15	BTD	3:40	BTD	9:00		3:40					
16												
17	9:00	BTD	3:40	BTD								
18	9:00	BTD	3:40	BTD								
19	9:00	BTD	3:40	BTD								
20												
21	9:00	BTD	3:40	BTD								
22	9:00	BTD	3:40	BTD								
23												
24	9:00	BTD	3:40	BTD								
25	9:00	BTD	3:40	BTD	9:00		3:40					
26												
27	9:00	BTD	3:40	BTD	9:00		3:40					
28	9:00	BTD	3:40	BTD	9:00		3:40					
29	9:00	BTD	3:40	BTD	9:00		3:40					
30												
31	9:00	BTD	3:40	BTD	9:00		3:40					

Statement of Leaves taken

	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total	Sick	Casu	Priv	Total
This Month												
Prev Month												
Total												

Principal



FOR THE MONTH OF March 2020

Name	Prof. Rita	Prof. Parminder	Prof. Simranj
Designation	Asst. Prof. in Math	Asst. Prof. in Math	Asst. Prof. in Engg

Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15	9-10	Rita	2-10	Rita								
16	9-10	Rita	2-10	Rita								
17	9-10	Rita	2-10	Rita								
18	9-10	Rita	2-10	Rita	9-15	Pz	2-30	Pz				
19												
20	9-10	Rita	2-10	Rita	9-15	Pz	2-30	Pz				
21	9-10	Rita	2-10	Rita	9-30	Pz	2-30	Pz				
22	9-10	Rita	2-10	Rita	9-15	Pz	2-30	Pz				
23	9-10	Rita	2-10	Rita	9-00	Pz	2-30	Pz				
24	9-10	Rita	2-10	Rita	9-00	Pz	2-30	Pz				
25					9-25	Pz	2-30	Pz				
26												
27												
28	9-10	Rita	2-10	Rita	9-25	Pz	2-30	Pz				
29	9-10	Rita	2-10	Rita	9-25	Pz	2-30	Pz				
30	9-10	Rita	2-10	Rita	9-30	Pz	2-30	Pz				
31	9-10	Rita	2-10	Rita	9-30	Pz	2-30	Pz				

Statement of Leaves taken

Sick	Casu	Priv	Total	Sick	Casu
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# S. D. Kanya Mahavidyalaya, Malisa

## ATTENDANCE REGISTER

FOR THE MONTH OF

July 2020

Name		Prof. Rina Rani				Prof. Parminder Kaur				Prof. Simmy Bancel		
Designation		Asst. Prof in Math				Asst Prof in Music (v)				Asst. Prof in English		
Dt.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	Sig.	Arr.	Sig.	Dep.	
1	9.00	P	2.00	P	9.00	P	2.00	P				
2	9.00	P	2.00	P	9.00	P	2.00	P				
3	9.00	P	2.00	P	9.00	P	2.00	P				
4	9.00	P	2.00	P	9.00	P	2.00	P				
5				S				A	Y			
6	9.00	P	2.00	P	9.00	P	2.00	P				
7	9.00	P	2.00	P	9.00	P	2.00	P				
8				C leave				C leave	3			
9	9.00	P	2.00	P	9.00	P	2.00	P				
10	9.00	P	2.00	P	9.00	P	2.00	P				
11	9.00	P	2.00	P	9.00	P	2.00	P				
12				S				A	Y			
13	9.00	P	2.00	P	9.00	P	2.00	P				
14	9.00	P	2.00	P	9.00	P	2.00	P				
15	9.00	P	2.00	P	9.40	P	2.00	P	9.00			
16	9.00	P	2.00	P	9.00	P	2.00	P	9.00			
17	9.00	P	2.00	P	9.00	P	2.05	P	9.15			
18	9.00	P	2.00	P	8.50	P	2.00	P	9.20			
19				S				A	Y			
20	9.00	P	2.30	P	9.00	P		C-leave				
21	9.00	P	2.30	P	9.00	P	2.30	P				
22	9.00	P	2.30	P	9.00	P	2.30	P	9.15			
23	9.00	P	2.30	P	9.00	P	2.30	P	9.00			
24	9.00	P	2.30	P	9.00	P	2.30	P	9.00			
25	9.00	P	2.30	P	9.00	P	2.30	P	9.00			
26				S				A	Y			
27	9.00	P	2.30	P	9.00	P	2.30	P				
28	9.00	P	2.30	P	9.00	P	2.30	P				
29	9.00	P	2.30	P	9.00	P	2.30	P				
30	9.00	P	2.30	P	9.00	P	2.30	P				
31	9.00	P	2.30	P	9.00	P	2.30	P				

Statement of Leaves taken

Sick	Casu	Priv	Total
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