

F. No. 3/3/2016-SD/AM (Part file)

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS  
SUTRADHARA DIVISION  
ESTABLISHMENT SECTION

Date: 10.07.2024

**Subject: Leave Record of IGNSA Officials for Earned Leave/HPL for the Month of June, 2024.**

Leave is sanctioned to the following officials for the period mentioned against their names:-

| S. No. | Name & Designation                      | Nature of Leave      | Period                                 |  | Total Days     | Balance EL upto 30.06.2024 | HPL |
|--------|---|----------------------|--|--|----------------|----------------------------|-----|
|        |   |                      | From                                   | To                                     |                |                            |     |
| 1.     | Shri Bhola Dutt Joshi, MTS              | E.L.                 | 11.06.2024                             | 25.06.2024                             | 15             | 300                        | 477 |
| 2.     | Shri Kamal Singh Negi, Assistant        | E.L.                 | 03.06.2024                             | 07.06.2024                             | 05             | 84                         | 241 |
| 3.     | Shri Bhagat Singh, LDC                  | E.L.                 | 10.06.2024                             | 14.06.2024                             | 05             | 310                        | 464 |
| 4.     | Shri Shiv Shankar Sharma, Sr. Carpenter | E.L.                 | 24.06.2024                             | 28.06.2024                             | 05             | 310                        | 388 |
| 5.     | Ms. Geeta Manchanda, Sr. P.A.           | E.L.                 | 06.06.2024                             | 07.06.2024                             | 02             | 224                        | 406 |
| 6.     | Shri Chaman Lal, LDC                    | E.L.<br>E.L.         | 04.06.2024<br>24.06.2024               | 05.06.2024<br>28.06.2024               | 02<br>05       | 308                        | 451 |
| 7.     | Shri Bhupender Kumar, Sr. Tech. Asstt.  | E.L.<br>E.L.<br>E.L. | 10.06.2024<br>27.05.2024<br>24.06.2024 | 14.06.2024<br>30.05.2024<br>28.06.2024 | 05<br>05<br>05 | 288                        | 281 |
| 8.     | Shri Pankaj Dogra, Sr. P.A.             | E.L.                 | 03.06.2024                             | 07.06.2024                             | 05             | 306                        | 544 |
| 9.     | Shri Narayan Hari, Technical Officer    | E.L.                 | 03.06.2024                             |  | 01             | 304                        | 295 |
| 10.    | Shri Lal Chand, Assistant               | E.L.                 | 10.06.2024                             | 21.06.2024                             | 12             |                            |     |
| 11.    | Shri Prakash M. Wali, Computer Operator | E.L.                 | 03.06.2024                             | 05.06.2024                             | 03             | 158                        | 100 |
| 12.    | Shri Anil Kumar, S.O.                   | E.L.                 | 24.06.2024                             | 28.06.2024                             | 05             | 308                        | 569 |
| 13.    | Smt. Laxmi Rawat, AFA & AO              | E.L.                 | 24.06.2024                             | 28.06.2024                             | 05             | 302                        | 415 |
| 14.    | Shri Shiv Ram Singh Rawat, PPS          | E.L.                 | 24.06.2024                             | 28.06.2024                             | 05             | 300                        | 634 |

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|-----|---|--------------------------------------|--|--|----------------------------|-----|-----|
| 15. | Shri Prem Prakash, MTS                        | Commuted Leave                       | 10.06.2024   | 12.06.2024   | 03                         | 20  | 10  |
| 16. | Shri A.N. Mishra, Asstt. Prgrammer            | E.L.<br>E.L.<br>E.L.                 | 13.06.2024<br>24.06.2024<br>21.05.2024                             | 14.06.2024<br>25.06.2024<br>22.05.2024                             | 02<br>02<br>02             | 309 | 365 |
| 17. | Shri K.T.V. Raghavan, Asstt. Professor        | E.L.                                 | 06.06.2024   | 07.06.2024   | 02                         | 89  | 80  |
| 18. | Shri Tilak Raj, Library Clerk                 | E.L.                                 | 11.06.2024   | 12.06.2024   | 02                         | 308 | 587 |
| 19. | Shri K. Raghunathan, P.S.                     | E.L.                                 | 18.06.2024   | 21.06.2024   | 04                         | 311 | 604 |
| 20. | Shri Jagat Singh, Lighting Asstt.             | E.L.                                 | 27.06.2024   | 05.07.2024   | 09                         | 301 | 576 |
| 21. | Smt. Meenakshi Sharma, Assistant              | E.L.                                 | 12.06.2024   | 13.06.2024   | 02                         | 310 | 428 |
| 22. | Shri B.D. Pant, LDC                           | E.L.                                 | 14.06.2024   | 18.06.2024   | 05                         | 63  | 265 |
| 23. | Shri Ashok Kumar Jain, AFA & AO               | E.L.                                 | 10.06.2024   | 14.06.2024   | 05                         | 303 | 642 |
| 24. | Shri Ashok Dogra, J.R.O.                      | E.L.                                 | 10.06.2024   | 14.06.2024   | 05                         | 284 | 426 |
| 25. | Shri Kuldeep Kumar, LDC                       | E.L.                                 | 24.06.2024   | 28.06.2024   | 05                         | 210 | 299 |
| 26. | Dr. D.R. Juyal, PPS                           | E.L.                                 | 21.06.2024   | 27.06.2024   | 07                         | 300 | 344 |
| 27. | Shri Sunil Kumar Sharma, Sr. Machine Operator | E.L.                                 | 11.06.2024   | 14.06.2024   | 04                         | 311 | 393 |
| 28. | Ms. Veena Khurana, Technical Operator         | E.L.<br>E.L.<br>E.L.<br>E.L.<br>E.L. | 30.04.2024<br>05.06.2024<br>11.06.2024<br>13.05.2024<br>15.06.2024 | 01.05.2024<br>06.06.2024<br>13.06.2024<br>17.05.2024<br>16.06.2024 | 02<br>02<br>03<br>05<br>02 | 297 | 404 |
| 29. | Shri Vijender Kumar, LDC                      | E.L.                                 | 03.06.2024   | 06.06.2024   | 04                         | 305 | 296 |
| 30. | Shri K.D.N. Singh, ALIO                       | E.L.                                 | 30.05.2024   | 07.06.2024   | 09                         | 295 | 480 |
| 31. | Shri Dharamvir Singh, Assistant               | E.L.                                 | 11.06.2024   | 15.06.2024   | 05                         | 181 | 180 |
| 32. | Shri Pravin Kumar, Multimedia Assistant       | Commuted Leave                       | 11.06.2024   | 21.06.2024   | 11                         | 300 | 300 |
| 33. | Shri Brijesh Masand, Sr. P.A.                 | E.L.                                 | 24.06.2024   | 27.06.2024   | 04                         | 146 | 342 |
| 34. | Shri Hari Om Yadav, Dy. FA & Sr. A.O.         | E.L.                                 | 21.05.2024   | 31.05.2024   | 11                         | 304 | 593 |

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|-----|---|--------------|--------------------------|--------------------------|----------|-----|-----|
| 35. | Shri Lal Chand,<br>Assistant                      | E.L.         | 10.06.2024               | 21.06.2024               | 12       | 303 | 499 |
| 36. | Dr. Jasbir Singh,<br>Asstt. Prof.                 | E.L.         | 06.05.2024               | 21.05.2024               | 16       | 192 | 146 |
| 37. | Shri Hemraj Singh,<br>MTS                         | E.L.         | 28.05.2024               | 31.05.2024               | 04       | 165 | 133 |
| 38. | Shri Chaman Lal,<br>LDC                           | E.L.         | 24.06.2024               | 28.06.2024               | 05       | 308 | 451 |
| 39. | Shri Shiv Ram<br>Singh Rawat, PPS                 | E.L.         | 14.06.2024               |                          | 01       | 314 | 636 |
| 40. | Smt. Sunita Arora,<br>Sr. P.A.                    | E.L.         | 03.06.2024               | 14.06.2024               | 12       | 151 | 298 |
| 41. | Shri Subrata Das,<br>Reprography<br>Officer       | E.L.         | 06.05.2024               | 15.05.2024               | 10       | 305 | 500 |
| 42. | Shri Rohit Mittal,<br>Asstt. Graphic<br>Designer  | E.L.         | 10.06.2024               | 14.06.2024               | 05       | 302 | 367 |
| 43. | Shri Rohit Jain,<br>P.S.                          | E.L.         | 19.06.2024               | 28.06.2024               | 10       | 300 | 600 |
| 44. | Smt. Raj, MTS                                     | E.L.<br>E.L. | 06.06.2024<br>24.06.2024 | 07.06.2024<br>28.06.2024 | 02<br>05 | 301 | 317 |
| 45. | Shri Rajesh<br>Kumar, MTS                         | E.L.         | 11.06.2024               | 14.06.2024               | 04       | 301 | 518 |
| 46. | Shri Vijay Pal,<br>Assistant                      | E.L.         | 24.06.2024               | 28.06.2024               | 05       | 302 | 378 |
| 47. | Shri Randhir<br>Singh, LDC                        | E.L.<br>E.L. | 20.05.2024<br>24.06.2024 | 23.05.2024<br>28.06.2024 | 04<br>05 | 301 | 420 |
| 48. | Shri Sarabjeet<br>Singh Dhillon, Sr.<br>Cameraman | E.L.         | 08.07.2024               | 12.07.2024               | 05       | 308 | 448 |
| 49. | Smt. Sunita<br>Ganjoo, Sr. P.A.                   | E.L.         | 18.06.2024               | 21.06.2024               | 04       | 303 | 226 |
| 50. | Shri Shiv Shankar<br>Sharma, Sr.<br>Carpenter     | E.L.         | 24.06.2024               | 28.06.2024               | 05       | 310 | 388 |
| 51. | Smt. Seema Bahl,<br>Technical Officer             | E.L.         | 06.05.2024               | 17.05.2024               | 12       | 247 | 330 |
| 52. | Smt. Rema Nair,<br>PPS                            | E.L.         | 27.05.2024               | 08.06.2024               | 12       | 252 | 248 |
| 53. | Smt. Vinamra<br>Sharma, PS                        | E.L.         | 24.06.2024               | 26.06.2024               | 03       | 299 | 467 |
| 54. | Shri K.<br>Raghunathan, PS                        | E.L.         | 18.06.2024               | 21.06.2024               | 04       | 311 | 604 |
| 55. | Shri Bhupinder<br>Kumar, Sr,<br>Technical Asstt.  | E.L.         | 24.06.2024               | 28.06.2024               | 05       | 288 | 281 |

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| 56. | Shri Noubat Singh,<br>Despatch Rider | E.L. | 10.06.2024 | 14.06.2024 | 05 | 249 | 471 |
| 57. | Smt. Sudha<br>Ahlawat, ALIO          | E.L. | 03.06.2024 | 07.06.2024 | 05 | 130 | 282 |
| 58. | Dr. Ramesh C.<br>Gaur, HoD(KN)       | E.L. | 03.06.2024 | 07.06.2024 | 05 | 310 | 378 |



(Sheela Unnikrishnan)  
AFA & AO(Estt.)

Copy for information to:-

1. All HoD's (HQ).
2. IGCA Website.
3. Regional Director, IGCA Bengaluru.
4. Guard file.