

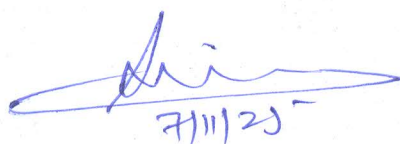
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
SUTRADHARA DIVISION
ESTABLISHMENT SECTION

Dated: 07.11.2025

Subject:- Leave Record of IGNC Officials for Earned Leave/HPL for the month of October, 2025.

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

Sl. No.	Name & Designation	Nature of Leave	Period		Total Days	Balance upto 31.12.2025	EL	HPL
			From	To				
1.	Shri Ravi Kumar, S.O.	E.L.	21.10.2025	24.10.2025	04	311		448
2.	Shri K.P. Singh, PPS	E.L.	27.10.2025	31.10.2025	05	295		484
3.	Shri R.P. Singh, S.O.	E.L.	27.10.2025	31.10.2025	05	295		598
4.	Ms. Richa Negi, HoD(Adi Drisya)	E.L.	21.10.2025	24.10.2025	04	70		70
5.	Ms. Ritu Kumari, Hindi Officer	E.L.	08.10.2025	10.10.2025	03	312		499
6.	Shri Naresh Kumar, UDC	E.L.	06.10.2025	09.10.2025	04	310		297
7.	Dr. D.R. Gupta, Sr. Rep. Officer	E.L. Commuted Leave	14.10.2025 08.10.2025	17.10.2025 10.10.2025	04 03	311		602
8.	Smt. Rajni Malik, Sr. P.A.	E.L. E.L.	07.10.2025 13.10.2025	24.10.2025	01 12	253		172
9.	Shri Rohit Mittal, Asstt. Graphic Designer	E.L.	07.10.2025	08.10.2025	02	295		397
10.	Shri J.P. Joshi, UDC	E.L.	14.10.2025	24.10.2025	11	240		236
11.	Shri Manish Saxena, JRO	E.L.	06.10.2025	17.10.2025	12	299		421
12.	Smt. Renuka Kamboj, Assistant	E.L. Commuted Leave	01.10.2025 07.10.2025	10.10.2025	01 04	313		334
13.	Shri K. Raghunathan, P.S.	Commuted Leave E.L.	30.09.2025 21.10.2025	03.10.2025 29.10.2025	04 09	301		626
14.	Shri Vijender Kumar, UDC	E.L.	08.10.2025		01	314		326
15.	Smt. Nisha Gandhi, Asstt. Graphic Designer	E.L. E.L.	03.10.2025 21.10.2025	23.10.2025	01 03	246		396
16.	Shri Rajesh Kumar, MTS	E.L. E.L.	03.10.2025 08.10.2025	10.10.2025	01 03	301		526
17.	Smt. Neelam Kapahi, Sr. P.A.	E.L.	27.10.2025	07.11.2025	12	303		355
18.	Smt. Raj, MTS	E.L. Commuted Leave	13.10.2025 21.10.2025	14.10.2025 24.10.2025	02 04	304		327
19.	Shri Ramesh Kumar Rawat, UDC	E.L.	10.09.2025	12.09.2025	03	294		464
20.	Smt. Kiran Kapoor, P.S.	Commuted Leave E.L.	29.09.2025 21.10.2025	01.10.2025 23.10.2025	03 03	299		185


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21.	Shri A.N. Mishra, Asstt. Programmer	Commuted Leave	07.10.2025	15.10.2025	09	305	377
22.	Shri Jatin Gandhi, Multimedia Assistant	E.L.	21.10.2025	23.10.2025	03	310	522
23.	Shri Kuldeep Kumar, UDC	E.L.	13.10.2025	14.10.2025	02	202	329
24.	Shri Tilak Raj, Library Clerk	E.L.	14.10.2025	15.10.2025	02	313	617
25.	Shri Raj Kumar, MTS	E.L.	14.10.2025	15.10.2025	02	79	137
26.	Shri Vijay Pal, Assistant	E.L.	07.10.2025	10.10.2025	04	311	408
27.	Smt. Rekha Dobhal, Assistant	Commuted Leave	08.10.2025	10.10.2025	03	276	389
28.	Smt. Manjeet Kumari, Deputy Archivist	Commuted Leave	08.10.2025	10.10.2025	03	308	302
29.	Shri Anil Kumar, S.O.	Earned Leave	13.10.2025		01	313	599
30.	Shri Kartar Singh, MTS	Commuted Leave	04.10.2025	10.10.2025	07	313	390
31.	Smt. Ranjana Chakrabarti, ALIO	Commuted Leave	21.10.2025	24.10.2025	04	160	200
32.	Smt. Sudha Ahlawat, ALIO	E.L.	06.10.2025	10.10.2025	05	149	302
33.	Dr. Sama Arun Kumar Reddy, R.D. (Goa)	E.L.	21.10.2025	24.10.2025	04	101	82
34.	Smt. Sheela Rana, S.O.	E.L. E.L.	07.08.2025 11.09.2025	14.08.2025 19.09.2025	08 09	296	211
35.	Ms. Geeta Manchanda, P.S.	E.L.	13.10.2025	24.10.2025	12	182	436
36.	Shri Brijesh Masand, Sr. P.A.	E.L.	27.10.2025	30.10.2025	04	182	328
37.	Prof.(Dr.) Richa Kamboj HoD(KD)	E.L.	29.10.2025		01	52	31
38.	Smt. Surabha Gopan, Under Secretary	E.L.	21.10.2025	04.11.2025	15	289	265
39.	Prof. (Dr.) D.C.Choubey, HoD(BB&AS)	E.L. E.L.	10.09.2025 18.09.2025	12.09.2025 19.09.2025	03 02	84	33
40.	Smt. Meenu Bhalla, P.S.	E.L. E.L.	09.10.2025 31.10.2025	10.10.2025	02 01	193	154
41.	Shri Ashok Dogra, J.R.O.	Commuted Leave	28.10.2025	29.10.2025	02	293	452
42.	Smt. P. Jaishree, AFA & AO	E.L. E.L.	21.10.2025 24.10.2025		01 01	40	13


 (ANIL KUMAR)
 S.O. (Estt.)

Copy for information to:-

1. All HoD's (HQ).
2. IGNC A Website.
3. Accounts Branch.
3. Regional Director, IGNC A Goa.