

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
SUTRADHARA DIVISION
ESTABLISHMENT SECTION

Dated: 02.04.2026

Subject:- Leave Record of IGNC Officials for Earned Leave/HPL for the month of March, 2026.

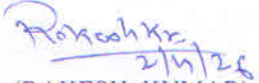
Leave is sanctioned to the following officials for the period mentioned against their names:-

Sl. No.	Name & Designation	Nature of Leave	Period		Total Days	Balance upto 30.06.2026	EL	HPL
			From	To				
1.	Smt. Anupama Dhawan, Sr. Production Assistant	E.L.	02.03.2026	06.03.2026	05	279		162
2.	Ms. Divyansi Saxena, LIA	E.L.	02.03.2026	06.03.2026	05	25		20
3.	Shri Manish Saxena, JRO	E.L.	02.03.2026	06.03.2026	05	309		431
4.	Smt. Daya Sadhu, P.S.	E.L.	02.03.2026	03.03.2026	02	308		297
5.	Ms. Ritu Kumari, Hindi Officer	E.L.	02.03.2026	06.03.2026	05	307		509
6.	Smt. Laxmi Rawat, AFA & AO	E.L.	02.03.2026	06.03.2026	05	305		455
7.	Smt. Kiran Kapoor, P.S.	E.L.	10.03.2026	13.03.2026	04	287		191
8.	Shri Dhanraj Singh Negi, Assistant	E.L.	09.03.2026	10.03.2026	02	219		356
9.	Smt. Rajni Adlakha, P.S.	Commuted Leave	26.02.2026	27.02.2026	02	310		323
10.	Shri Rajinder Singh Taragi, Sr. Artist	E.L.	09.03.2026	13.03.2026	05	310		719
11.	Smt. Reena Rawat, PPS	E.L.	16.03.2026	25.03.2026	10	290		408
12.	Shri Dushyant Kumar, Assistant	E.L.	06.03.2026	13.03.2026	08	307		460
13.	Prof. (Dr.) Richa Kamboj HoD & Prof. (KD)	E.L.	23.03.2026	24.03.2026	02	50		41
14.	Shri Naresh Kumar, UDC	E.L.	02.03.2026	06.03.2026	05	310		307
15.	Shri Gautam Kumar Chatterjee, Programmer	E.L.	09.03.2026	13.03.2026	05	310		549
16.	Ms. Geeta Manchanda, P.S.	E.L. E.L.	05.03.2026 17.03.2026	06.03.2026 18.03.2026	02 02	182		446
17.	Shri Jatin Gandhi, Multimedia Assistant	E.L.	05.03.2026	06.03.2026	02	311		532
18.	Smt. Nisha Gandhi, Asstt. Graphic Designer	E.L.	05.03.2026	06.03.2026	02	250		406
19.	Shri Vijay Pal, Assistant	E.L.	05.03.2026	06.03.2026	02	310		418
20.	Prof.(Dr.) D.C. Choubey BB & AS	E.L.	02.03.2026	03.03.2026	02	88		51
21.	Smt. Deepa Malhotra, P.S.	Commuted Leave	18.02.2026	20.02.2026	03	116		297
22.	Shri Ashok Dogra Jr. Reprography Officer	E.L.	10.03.2026	11.03.2026	02	306		456

Prakashin
2/4/26
50000

Contd... 2

23.	Dr. Kumar Sanjay Jha Regional Director(Ranchi)	E.L.	02.03.2026	06.03.2026	05	226	287
24.	Shri Suresh Kunder, MTS	Commuted Leave	02.03.2026	06.03.2026	05	198	149
25.	Dr. Sarwarul Haque, Asstt. Professor	E.L.	09.02.2026	13.03.2026	33	93	140
26.	Shri Rakesh Kumar, S.O.	E.L.	23.03.2026	25.03.2026	03	310	660
27.	Smt. Renuka Kamboj, Assistant	Commuted Leave	09.03.2026	13.03.2026	05	310	328
28.	Smt. Rekha Dobhal, Assistant	E.L.	16.03.2026		01	290	393
29.	Shri Anil Kumar, S.O.	E.L.	19.03.2026	20.03.2026	02	312	609
30.	Dr. Sama Arun Kumar Reddy, Asstt. Professor	E.L.	09.03.2026	13.03.2026	05	111	90
31.	Dr. Ajay Kumar Mishra, Associate Professor	E.L.	23.03.2026	31.03.2026	09	273	547
32.	Smt. Anita Suri, Additional Director(I&PR)	E.L.	02.03.2026	13.03.2026	12	264	152
33.	Shri Dhanraj Singh Negi, Assistant	E.L.	19.03.2026	20.03.2026	02	209	352
34.	Smt. Sheela Rana, Technical Officer	E.L.	16.03.2026	25.03.2026	10	293	189
35.	Shri Shiv Shankar Dubey, UDC	E.L. E.L.	17.03.2026 23.03.2026	18.03.2026	02 01	305	462
36.	Shri Birjendra Singh Rawat, Dy. Controller	E.L.	23.03.2026	24.04.2026	02	309	628
37.	Smt. Meenu Bhalla, P.S.	Commuted Leave E.L.	09.03.2026 16.03.2026	10.03.2026 20.03.2026	02 05	201	145
38.	Shri Rajesh Kumar, MTS	Commuted Leave	23.03.2026	25.03.2026	03	305	530
39.	Smt. Seema Bahl, Programmer	E.L.	24.03.2026	25.03.2026	02	280	370
40.	Shri Vijender Kumar, UDC	E.L.	30.03.2026		01	314	336


(RAKESH KUMAR)
S.O. (SD)

Copy to:-
All HoD's/Regional Director's

Copy for information to:-

1. PPS to Member Secretary.
2. PS to Dean.
3. Copy for IGNCAs Website.
4. Guard file.