



National Institute of Technology Calicut
ABSENTEE/ATTENDANCE STATEMENT

Department:

Category of staff: Teaching/Non-teaching (tick the appropriate one)

Period: 21 _____ 2020 to 20 _____ 2020

Sl. No	Name of the staff	Period of absence		Nature of leave	Leave application forwarded/enclosed	Verified that leave details are received (For estt Section Use)
		From	To			
1.						
2.						
3.						
4.						

Remarks (if any):

Head/in charge of Department/Section

**To
Establishment section**