



श्री माता वैष्णो देवी विश्वविद्यालय
Shri Mata Vaishno Devi University

Sub Post Office, Katra - 182 320 (J&K)

(A State University established under J&K State Legislature Act No. XII of 1999)

No. SMVDU/Adm./Estt./NT/2024/2320-24

Dated: 04.11.2024

ORDER

Sub: Grant of 173 days of Child Care Leave in f/o Mrs. Kiran Nagpal, Junior Assistant, SMVDU, - reg.

With reference to the request of Mrs. Kiran Nagpal, Junior Assistant, duly recommended & forwarded by the Faculty I/c, Examination, SMVDU; and as approved by the Competent Authority, sanction is hereby accorded in favour of Mrs. Kiran Nagpal for grant of 173 days (*one hundred seventy three*) 'Child Care Leave' for the period w.e.f. 04.11.2024 to 25.04.2025 (*prefixing & suffixing Saturday and Sunday*).

Further, Mrs. Kiran Nagpal shall attend duties in the Examination Wing at least two weeks prior to the Convocation of the University.

Mrs. Kiran Nagpal shall submit her joining report after availing Child Care Leave.

This issues with the approval of the Competent Authority.

Registrar

Copy to:

1. Finance Officer, for information.
2. Faculty I/c Examination, for information
3. Asstt. Registrar, VC Secretariat, for information of the Hon'ble Vice-Chancellor.
4. I/c Website, for uploading on the University website.
5. Mrs. Kiran Nagpal, Jr. Asstt., Examination Wing, for information and compliance.
6. Office Order File.
7. Personal files of the concerned.