



SRI VENKATESWARA COLLEGE
(University of Delhi)
Benito Juarez Road, Dhaula Kuan, New Delhi - 110021

Compensatory Leave or Honorarium Form

Date:

In order to take urgent work, the under mentioned employee/ employees working in the Department of _____ may be permitted to attend the office on _____ being Saturday/ Sunday or Holiday.

| S.No. | Name and Designation | CPL or Honorarium | Signature of the Employee |
|-------|----------------------|-------------------|---------------------------|
| (1) | (2) | (3) | (4) |
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In view of the above, they may be granted Honorarium/ Compensatory Leave, as per column no. 3, in accordance with the rules of the University of Delhi.

Teacher/Department-in charge

Section Officer

Administrative Officer

PRINCIPAL