

REGISTER OF LEAVE

Principal employer : Tata Power Delhi Distribution Limited.

Address : 33kV Grid Sub Station, Gulabi Bagh, Delhi

Month-August 2022

Vendor name : Telecom Engineering Services

Address : C-194, Mayapuri, Phase-II, Delhi-110064

Nature and Location of Work : Distribution Projects & All Zonal Schemes in TPDDL Area.

Sr. No.	Employee name	DOJ	Location/ State	EL Op balance	EL added for the month	EL Availed	EL Closing balance	Remark
1	Harish	01.06.2020	DELHI	15	0	0	15	
2	Anil Kumar	01.06.2020	DELHI	23.75	1.25	0	25	
3	Rahul	22.11.2021	DELHI	11.25	1.25	0	12.5	
4	Rajiv Kumar	22.11.2021	DELHI	5	0	0	5	
5	Ganesh	22.11.2021	DELHI	7.5	0	0	7.5	
6	Ram Babu	22.11.2021	DELHI	11.25	1.25	0	12.5	
7	Robin	22.11.2021	DELHI	11.25	1.25	0	12.5	

Notes :

Only EL / PL to be considered for the leave register

Op- Previous month of EL Closing Balance

Eligibility - Availed leave for the particular month to add

EL availed - Approved leave to consider

EL closing balance - Opening balance + Leave eligibility - Leave availed

