

OFFICE OF THE
PASCHIM MEDINIPUR DISTRICT PRIMARY SCHOOL COUNCIL
 RABINDRANAGAR, MEDINIPUR, PASCHIM MEDINIPUR

PROFARMA- II

APPLICATION OF CONFIRMED MALE TEACHER FOR PATERNITY CUM - CHILD CARE LEAVE

(AS PER G.O NO - 50-SE/S/2L-02/17, dt. 15.01.2019 ; 544E/S/21.-01/19, dt. 16.01.2019 & 1100-F(p), dt. 25.02.2016)

1. NAME OF APPLICANT TEACHER :-
2. DESIGNATION :-
3. NAME OF SCHOOL :-
- NO. OF TEACHER WITH PARA TEACHER :-
- NO. OF STUDENT WITH PRE – PRIMARY :-
4. NO. OF TEACHERS' ALREADY IN LEAVE
(WITH NATURE OF LEAVE (EXCEPT THE APPLICANT TEACHER))
5. NAME OF THE CIRCLE :-
6. DATE OF FIRST JOINING -
(PHOTOCOPY OF APPOINTMENT LETTER & JOINING REPORT ANNEXED)
7. DATE OF CONFIRMATION :-
- (PHOTOCOPY OF CONFIRMATION LETTER ANNEXED)
8. NO. OF CHILDREN (PLZ PUT ✓ MARK) :- ONE (1) TWO (2)
9. NAME OF CHILD FOR WHOM – CCL IS APPLIED FOR :-
10. NAME OF TWO ELDEST CHILDREN WITH AGE ON DATE :- 1) AGE:-
2) AGE:-
11. DATE ON WHICH THE CHILD CONCERNED :-
- (ATTESTED PHOTOCOPY OF BIRTH CERTIFICATE ANNEXED)
12. DATE ON WHICH THE CHILD WILL ATTAIN 18 YEARS OF AGE: :-
13. NO. OF SPELL OF CCL APPLYING FOR (PLZ PUT ✓ MARK):- 1/2 2/2 (IN THIS CALENDAR YEAR)
14. PERIOD OF CCL APPLYING FOR : - FROM TO = TOTAL DAYS
15. PREFIX/SUFFIX OF HOLIDAY / OTHER LEAVE, IF ANY :-
16. REASON OF LEAVE APPLYING FOR :-
17. PERIOD OF CCL ALREADY ENJOYED DURING THE ENTIRE PERIOD OF SERVICE :-

FROM	TO	TOTAL DAYS

PLACE :-

DATE :-

.....

FULL SIGNATURE OF APPLYING TEACHER

NOTE:-

1. Admissible for a maximum of 30 days to the regular male teacher up-to 2 children up-to 18 year of their age for exam, sickness etc.
2. Not be granted • more than 2 spell in a Calendar year.
3. Not be granted for less than 15 days in a spell.
4. Not ordinarily be granted during the probation period i.e.; before Confirmation of service.
5. To be enjoyed only after obtaining prior permission from DPSC.
6. Every School & SI/S must maintain separate roster for CCL (Female) & Paternity cum CCL (Male)

Recommended

Memo No- Date -

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Head Teacher,
[Applicable in case of A.T]

Checked and Verified
Forwarded to the Chairman / Secretary
DPSC, Paschim Medinipur
Following Remarks

.....
Sub-Inspector of Schools
..... Circle

[For Paschim Medinipur District Primary School Council Use Only]

Received application on,..... Vide Docket No.:.....
All the records are checked and verified and found in. order as Per G.O no. 50-SE/S/2L-02/17
Dated - 15.01.2019 and thus Paternity Cum - CCL for Days
for the period From To may be allowed.

Date -

.....
Signature of the Dealing Assistant

Checked and verified and found in order and thus the proposal of the D.A may be accepted.

Date -

.....
A.I.S (P.E / D.P.S.C)
Paschim Medinipur

Remarks of the Secretary, Paschim Medinipur District Primary School Council.

Date -

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Secretary
D.P.S.C - Paschim Medinipur

Remarks of the Chairman, Paschim Medinipur District Primary School Council.

Approved / Not Approved, Period To = Days.

Date -

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Chairman
D.P.S.C - Paschim Medinipur