



संत लौंगोवाल अभियांत्रिकी एवं प्रौद्योगिकी संस्थान,
लौंगोवाल, संगरूर, पंजाब - १४८ १०६
(शिक्षा मंत्रालय के अधीन समविश्वविद्यालय)

Sant Longowal Institute of Engineering and Technology,
Longowal, Dist. Sangrur, Punjab - 148106
(Deemed to be University under Ministry of Education)

Ref. No. SLIET/Admn./2020/A1/11701-06

Date:- 06 ^{NOV} 2020

CIRCULAR

1. Institute has been receiving requests from staff and faculties for Special Casual Leave due to Civil disturbances/Bandh/Curfew/Hartal/Road blocks etc. The appropriate authority for sanctioning such Special Casual Leave is the Director irrespective of number of days of leave.
2. Requests for Special Casual Leave due to reasons cited above has to be consolidated Dept. wise and forwarded to the Registrar with the specific recommendation of HOD/Section Head.
3. In other instances Special Casual Leave requests due to official requirements existing practice will continue to be followed.


Registrar 2.11.20

A copy of the above is forwarded to:

1. Director Cell:-for information please.
2. All Deans/HODs/Section In-charges:-for circulation in their respective deptts./sections.
3. FI (ACSS) for uploads
4. File copy


Registrar 2.11.20