

Dated:

From

Name:

Employee No.:

Designation:

Department/Section/Unit:

JIPMER, Puducherry/Karaikal.

Mobile No. :

TO

The Director

JIPMER,

Puducherry-605006.

//THROUGH PROPER CHANNEL//

Sub: Requisition for Grant of Cash award/Personal Pay for passing the Prabodh/Praveen/Pragya/Paarangat Hindi examination – Reg.

Respected Sir,

I hereby state that I have passed in Prabodh/Praveen/Pragya/Paarangat Hindi examination during May.____ . I here with enclose the application in prescribed format filled in both **English and Hindi** for grant of Cash award/Personal Pay along with mark list for necessary action for payment please.

Thanking you.

Yours Sincerely,

Encl: As stated above