

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL
POST SRINIVASNAGAR, MANGALORE - 575 025

JOINING REPORT

From

Dated : _____

Name : _____

Designation : _____

Section / Dept : _____

To:

The Director,
N.I.T.K. Surathkal.

Sir,

Sub : Joining Report.

After availing _____ days of Commuted / Earned leave, from _____ to

_____ I am herewith reporting for duty today forenoon, dated : _____

with permission on _____

Yours faithfully,