



NIRMALA

COLLEGE OF PHARMACY

Nirmala Hills, Muvattupuzha P.O,
Ernakulam district, Kerala, India - 686 661

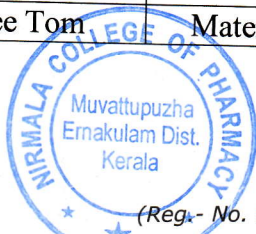
NCP - A

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Declaration

This is to certify that the following staff avail medical or maternity leave from Nirmala college of Pharmacy, Muvattupuzha during the last five years.

Sl No.	Year	Staff	Medical/Maternity Leave	With effect From	Rejoining Date
1.	2023	Mrs. Nancy Jose	Medical Leave	20-03-2023	25-03-2023
2.	2023	Ms. Anu Sebastian	Medical Leave	15-03-2023	20-04-2023
3.	2023	Mrs. Anu Jayamol Mathew	Maternity Leave	08-05-2023	07-08-2023
4.	2023	Mrs. Melody Grace Baby	Maternity Leave	26-01-2023	30-04-2023
5.	2022	Dr. Badmanaban R	Medical Leave	23-01-2022	01-02-2022
6.	2022	Dr. Deepa Jose	Medical Leave	01-02-2022	07-02-2022
7.	2022	Mr. Elseena Jose	Medical Leave	02-02-2022	07-02-2022
8.	2022	Mrs. Greeshma G Nair	Medical Leave	07-05-2022	01-08-2022
9.	2022	Ms. Sunitha Sukumaran	Medical Leave	02-02-2022	04-07-2022
10.	2022	Mrs. Melody Grace Baby	Maternity Leave	25-10-2022	26-04-2023
11.	2022	Dr. Merin Joseph	Medical Leave	05-12-2022	12-12-2022
12.	2022	Mrs. Nancy jose	Medical Leave	03-12-2022	08-12-2022
13.	2022	Mrs. Nancy jose	Medical Leave	17-12-2022	23-12-2022
14.	2021	Mrs. Dona Maria Jetto	Maternity Leave	04-01-2021	12-04-2021
15.	2021	Mrs. Anu Jayamol Mathew	Medical Leave	12-04-2021	22-04-2021
16.	2021	Mrs. Neha Maria Augustin	Medical Leave	12-04-2021	05-07-2021
17.	2021	Mrs. Dona Maria Jetto	Medical Leave	06-09-2021	28-09-2021
18.	2021	Dr. Merin Joseph	Maternity Leave	01-09-2021	02-03-2022
19.	2021	Ms. Vidya Peter	Medical Leave	01-09-2021	20-09-2021
20.	2021	Mr. Jobin Kunjumon	Medical Leave	07-09-2021	10-09-2021
21.	2021	Mr. Jobin Kunjumon	Medical Leave	18-09-2021	22-09-2021
22.	2021	Mr. Elseena Jose	Medical Leave	04-10-2021	11-10-2021
23.	2020	Mrs. Jisha Thomas	Maternity Leave	01-02-2019	07-12-2020
24.	2020	Mrs. Sini Baby	Medical Leave	07-12-2020	21-12-2020
25.	2019	Dr. Shaji George	Medical Leave	18-05-2019	13-06-2019
26.	2019	Dr. Shaji George	Medical Leave	26-08-2019	17-09-2019
27.	2019	Dr. Merin Joseph	Maternity Leave	01-08-2019	01-01-2020
28.	2019	Dr. Shaji George	Medical Leave	09-10-2019	23-10-2019
29.	2019	Ms. Vidya Peter	Maternity Leave	09-10-2019	07-12-2020
30.	2018	Ms. Flowerlet Mathew	Maternity Leave	03-01-2018	21-04-2018
31.	2018	Ms. Antria Anee Tom	Maternity Leave	03-01-2018	12-03-2018



[Signature]
PRINCIPAL
Nirmala College of Pharmacy
Muvattupuzha, Ernakulam Dist. Kerala

Managed by Nirmala College Society
(Reg.- No. ER 928/2001), Diocese of Muvattupuzha, Ernakulam
Affiliated to Kerala University of Health Sciences, Thiruvananthapuram
Approved by Government of Kerala & Pharmacy Council of India, New Delhi. Certified by ISO 9001 : 2015, Accredited by IAO & NBA (UG Pharmacy)



NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE OTHER THAN CASUAL LEAVE

- 1) Name and home address : *Melody Grace Baby*
Tele Phone : Land Line : Mob : *9496074972*
- 2) Post and department : *Asst Professor, Pharmacology*
- 3) a) Nature of Leave : *Maternity*
b) Period of Leave (days) : *94 days*
c) Date which required : From *26/01/2023* to *30/04/2023*.....include
- 4) Sundays and holidays if any, proposed
To be prefixed /suffixed to leave :
- 5) Ground on which leave is applied for : *Maternity*
- 6) I undertake to refund the leave salary which will be paid to me,
If found excess as per the leave rules or serves conditions.

Date *26/01/2023*.....

[Signature]
Signature of applicant

- 7) Remarks and / or recommendation of the
Controlling officer. (Principal)

[Signature]
Recommended *26.01.2023*

- 8) Orders of the sanctioning authority :

Memo

Sir/smt

Is granted leave for.....days

with effect from to

with permission to prefixdays and suffix days

Date

[Signature]
Administrator



NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE OTHER THAN CASUAL LEAVE

- 1) Name and home address : *Anu Jayamol Mathew, Karakka (H), Poozhikud PO, Kaduthuruthy, Kottayam*
Tele. Phone : Land Line: Cell: *9496825892*
- 2) Post and department : *Associate professor, Pharmaceutical Chemistry.*
- 3) a) Nature of leave : *Maternity Leave*
b) Period of leave (days) : *3 months*
c) Date which required : From *8-5-2023* to *8-8-2023*.....included
- 4) Sundays and holidays if any, proposed to be prefixed/suffixed to leave :
- 5) Ground on which leave is applied for : *Maternity Leave*
- 6) I undertake to refund the leave salary which will be paid to me, If found excess as per the leave rules or service conditions.

Date...*6-5-2023*.....

[Signature]
Signature of applicant

- 7) Remarks and/or recommendation of the Controlling Officer. (Principal)

Her Subjects will be handled by other faculty member from Chemistry depart.
Recommended
"Can be approved for M.L"

- 8) Orders of the sanctioning authority:

P. Badmanab R
6.5.2023
Dr. BADMANABAN. R
PRINCIPAL
Nirmala College of Pharmacy
Muvattupuzha, Ernakulam (Dist.)
Kerala - 686 661

Memo

Sri/Smt.....
is granted.....leave for *90 Days*.....days
with effect from *8/5/2023*.....to *7/8/2023*.....
with permission to prefix.....days and suffix.....days

Date...*5/5/2023*.....




[Signature]
Administrator

NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE OTHER THAN CASUAL LEAVE

- 1) Name and home address : Any Sebastian
Tele Phone : Land Line : Mob : 8281523418
- 2) Post and department : Assistant Professor, Dept Pharmacy Practice
- 3) a) Nature of Leave : Medical leave
b) Period of Leave (days) : 37 days
c) Date which required : From 15/03/2023 to 20/4/2023 include
- 4) Sundays and holidays if any, proposed
To be prefixed / suffixed to leave :
- 5) Ground on which leave is applied for :
- 6) I undertake to refund the leave salary which will be paid to me,
If found excess as per the leave rules or serves conditions.

Date 14/03/2023


Signature of applicant

- 7) Remarks and / or recommendation of the
Controlling officer. (Principal)


Recommended

- 8) Orders of the sanctioning authority :

Memo

Sir/smt
Is granted leave for days
with effect from to
with permission to prefix days and suffix days

Date


Administrator



NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE

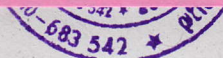
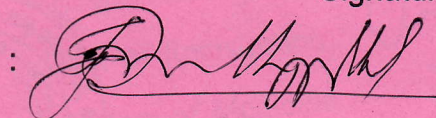
1. Name of Staff Member : Reji P.S
2. Designation & Department : CAB Tech / Store
3. Number of days and dates required : 5.1.23 to 13.1.23 (working days 8)
4. Nature of Leave (CL/OD/other) (SL+CL) : SICK. (Medical Certificate attached)
5. Reason for Leave : Fever with low platelet count.
6. No. of days taken sofar during the year : 0
7. Alternate arrangements made with the acceptance of the staff : Bindu - Dishe
8. Acceptance and Signature of the HOD/Staff in charge

Date : 16.1.2023



Signature of the Applicant

Principal's/Administrator's Sanction



MEDICAL CERTIFICATE

Signature of the Applicant

I, Dr. A.W. Subin after carefully

personal examination of the case hereby certify that

Nirmale College of Pharmacy Regi. P.S., Pharmacy
whose signature is given above is suffering from Short Spleen Illness / on / on

10 days and that I consider that a period of absence from duty of
5/1/2023 is absolutely
necessary for the restoration of health.

Signature of Medical Officer

Registration Number

Part of Registration

System of Medicine

Place:

Date:

Perumbur
5/1/2023



Dr. A.W. Subin
TCMC: 40200
TC medicine
7/1/2023 - Perumbur



NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE

1. Name of Staff Member : NANCY JOSE
2. Designation & Department : Asso. Professor, Pharmacology.
3. Number of days and dates required : 03/12/22 , one day.
4. Nature of Leave (CL/OD/other) :
5. Reason for Leave : Hospitalised due to Health issues.
6. No. of days taken so far during the year :
7. Alternate arrangements made with the acceptance of the staff : Anusha. Tst PharmD HAP.
8. Acceptance and Signature of the HOD/Staff in charge

Date : 8/12/22

.....
Signature of the Applicant

Principal's/Administrator's Sanction

.....



NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE

1. Name of Staff Member : NANCY JOSE
2. Designation & Department : Asso. Professor, Pharmacology.
3. Number of days and dates required : 5/12/22 to 7/12/22, 3 days
4. Nature of Leave (CL/OD/other) :
5. Reason for Leave : Hospitalisation
6. No. of days taken so far during the year :
7. Alternate arrangements made with the acceptance of the staff :
Ist Pharm D - Parvathy. Ist M Pharm - Karthika
With Gen B-Pharm "
8. Acceptance and Signature of the HOD/Staff in charge

Date : 8/12/22

.....
Signature of the Applicant

Principal's/Administrator's Sanction

.....
Signature of the Principal/Administrator



NIRMALA MEDICAL CENTRE

MUVATTUPUZHA, KERALA

Phone : 2835151

MEDICAL CERTIFICATE

Name..... NANCY JOSE Age.....

O. P. No. 25 JO 263

I. P. No. 210922

This is to certify that..... NANCY JOSE
~~son~~ / daughter / wife of..... MR. SIBY JOSE has been an out / in
patient in this hospital from..... 3/12/2022 to..... 5/12/2022 he / she
has been advised rest for..... 2 days from..... 6/12/2022

Diagnosis..... ChPILD at 12 wks of GA ± acute urinary retention
Department..... OBG

Dr. SHANMATHAN D. G. 
Full Signature of Doctor
With Degrees & Registration Number.

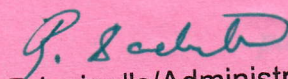


NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

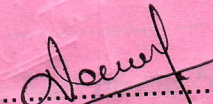
APPLICATION FOR LEAVE

1. Name of Staff Member : NANCY JOSE
2. Designation & Department : Asso. Professor and Pharmacology.
3. Number of days and dates required : 17/12/22, 19/12/22 to 22/12/22, 5 days
4. Nature of Leave (CL/OD/other) : Special leave (Medical leave)
5. Reason for Leave : Pregnancy related Complication
6. No. of days taken so far during the year :
7. Alternate arrangements made with the acceptance of the staff : Manisha. Dr. Kasthikayan.
8. Acceptance and Signature of the HOD/Staff in charge

Date : 23/12/22


Principal's/Administrator's Sanction :




Signature of the Applicant

Diagnosis.....

Department.....

As P.D. at 14.12.22

OBG

Unrestrained
misconce

to the

NIRMALA MEDICAL CENTRE

MUVATTUPUZHA, KERALA

Phone : 2835151

MEDICAL CERTIFICATE

Name..... Nancy Jose Age..... 31 y

O. P. No. 2570263

I. P. No.

This is to certify that..... Nancy Jose
son / daughter / wife of..... Siby Jose has been an out / in
patient in this hospital from..... 17/12/2008 to..... he / she
has been advised rest for..... 7 days from..... 17/12/2008

Diagnosis..... Uterine pt 1st 14 wks of ud & ? threatened miscarriage

Department..... OB/G

Full Signature of Doctor
With Degrees & Registration Number.



NIRMALA COLLEGE OF PHARMACY, MUVATTUPUZHA

APPLICATION FOR LEAVE OTHER THAN CASUAL LEAVE

- 1) Name and home address : Melody Grace Baby Kochuthottam (H), Irayalukiedu
Tele Phone : Land Line : Mob : 9446074977
- 2) Post and department : Asst Professor (Pharmaceutics)
- 3) a) Nature of Leave : Maternity leave Extension
b) Period of Leave (days) : 3 months (90 days)
c) Date which required : From 25-01-2023 to 24-04-2023 include
- 4) Sundays and holidays if any, proposed
To be prefixed / suffixed to leave :
- 5) Ground on which leave is applied for : Maternity leave - To take care of baby as he needs frequent attention from me.
- 6) I undertake to refund the leave salary which will be paid to me, If found excess as per the leave rules or serves conditions.

Date 23-01-2023

Signature of applicant

- 7) Remarks and / or recommendation of the Controlling officer. (Principal)

Recommended

- 8) Orders of the sanctioning authority :

Memo

Sir/smt Melody Grace Baby
Is granted Maternity leave for Ninety more days
with effect from 25/01/2023 to 24/04/2023
with permission to prefix days and suffix days

Date 23/01/2023

Administrator



COLLEGE OF PHARMACY, MUVATTUPUZHA
APPLICATION FOR LEAVE

Number : NANCY JOSE
Department : ASSO. PROFESSOR, PHARMACOLOGY
And dates required : 05 days. 20/03/23 to 24/03/23
CL/OD/other) : Sick leave
: Health Problem
Sofar during the year : CL-4

Comments made with the staff : DR. KARTHICKAN M.

Signature of the
Applicant

Nancy Jose

Nancy Jose

Signature of the Applicant

Sanctioning Authority's Sanction :



NIRMALA MEDICAL CENTRE

MUVATTUPUZHA, KERALA

Phone : 2835151

MEDICAL CERTIFICATE

Name..... NANCY JOSE Age..... 39

O. P. No. 2570263

I. P. No.

This is to certify that NANCY JOSE

~~son~~ / daughter / wife of SIBY JOSE has been an out / in

patient in this hospital from 20/3/2023 to he / she

has been advised rest for 20/3/2023 days from 20/3/2023

(7 days)

Diagnosis: Gestational at 28 wks of uterine preterm
contraction

Department: OB/GYN

Full Signature of Doctor
With Degrees & Registration Number.

Dr. SHANJA MATHEW, DCO, DNB
Reg. No: 42253
GYNAECOLOGIST

