

**VALLABHBHAI PATEL CHEST INSTITUTE
UNIVERSITY OF DELHI
DELHI-110007**

JOINING REPORT

(To be submitted at the time of Joining Duty on the date of rejoining from regular leave and despatched to Department of Administration duly completed on the same date).

1. I,

(Name) (Designation) (Deptt./Section)

hereby submit my joining Report and report for duty on.....
(FN) after availing Earned Leave/ Commuted Leave//
for.....days w.e.f.to.....

2. Fitness Certificate issued by the Doctor is also attached.
(To be attached only when Commuted Leave on medical ground has been availed).

Date :

Signature of Employee

Remarks of HOD/Sec./IC :

Forwarded

Signature of HOD/Sec./IC

To,
The Director/DR/AR
VPCI, DU, Delhi.