**CENTRAL REFERRAL HOSPITAL**

**5TH MILE TADONG, GANGTOK, SIKKIM**

**Manpower Replacement form**

Mr. /Ms. /Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E. Code \_\_\_\_\_\_\_\_

working in the Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_is on leave

**w.e.f** \_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kindly send a replacement staff through the outsource contractor for the period as mentioned above.

***Note: Replacement of only attender and cleaner will be provided by the outsourced contractor***

***Name of the HOD: Signature Date:***