



SOCIETY FOR ELECTRONIC TRANSACTIONS AND SECURITY (SETS)

Form for prior permission for late attendance / early going

1	Permission requested for	<input type="checkbox"/> Late attendance <input type="checkbox"/> Early going
2	Name	
3	Employee Code	
4	Designation	
5	Date	
6	Time	From To
7	Reasons	
8	To be compensated through working on	Date:..... Time:.....

Signature

Permitted / Not Permitted

CAAO / ED, SETS