

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 1

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|-----------------------------------|------------|---------------|--|-------------|------------|---------------|--|
| 908 | 1 Nagesh D. S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 73 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 03/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 923 | 1 Muraleedharan C. V. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 82 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 02/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 923 | 1 Muraleedharan C. V. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 85 | 14/03/2026 | 15/03/2026 | No | Hyderabad & Surat. |
| | Programme | Leave : OD | 13/03/2026 | 16/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 923 | 1 Muraleedharan C. V. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 83 | 02/11/2025 | 05/11/2025 | No | New Delhi |
| | Programme | Leave : DL | 03/11/2025 | 06/11/2025 | Remark : TA / DA from Institute funds | | | | |
| 923 | 1 Muraleedharan C. V. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 84 | 04/02/2026 | 04/02/2026 | No | Technology Development Board, DST, New Delhi |
| | Programme | Leave : OD | 03/02/2026 | 05/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 923 | 1 Muraleedharan C. V. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 81 | 16/09/2025 | 18/09/2025 | No | INFINI, Chandigarh |
| | Programme | Leave : PD | 16/09/2025 | 18/09/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 923 | 1 Muraleedharan C. V. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 80 | 07/05/2025 | 07/05/2025 | No | BARC Traning School, Mumbai |
| | Programme | Leave : PD | 06/05/2025 | 07/05/2025 | Remark : Reimbursement of TA / DA from TRC Proj.8115, as and when funds are available | | | | |
| 1267 | 1 Geetha.M. (Dr.) | Scientific Officer (Lab) | Permanent | HOS GENERAL | 6 | 10/09/2025 | 11/09/2025 | No | New Delhi |
| | Meeting | Leave : OD | 09/09/2025 | 12/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1267 | 1 Geetha.M. (Dr.) | Scientific Officer (Lab) | Permanent | HOS GENERAL | 5 | 28/05/2025 | 29/05/2025 | No | New Delhi |
| | Meeting | Leave : OD | 27/05/2025 | 30/05/2025 | Remark : As per the approval of the Competent Authority dtd 07/08/25, Without any financial commitment to the Institute | | | | |
| 1338 | 1 Roy Joseph (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 46 | 03/10/2025 | 03/10/2025 | No | Indian National Science Academy (INSA) Auditorium, New Delhi |
| | Programme | Leave : DL | 01/10/2025 | 04/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1338 | 1 Roy Joseph (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 48 | 10/10/2025 | 10/10/2025 | No | Kovalam, Trivandrum |
| | Conference | Leave : OD | 10/10/2025 | 10/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1338 | 1 Roy Joseph (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 50 | 18/12/2025 | 20/12/2025 | No | IIST, Thiruvananthapuram |
| | Conference | Leave : OD | 18/12/2025 | 18/12/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1338 | 1 Roy Joseph (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 49 | 03/11/2025 | 05/11/2025 | No | Bharat Mandapam, New Delhi. |
| | Programme | Leave : DL | 03/11/2025 | 06/11/2025 | Remark : TA / DA from Institute Funds. | | | | |
| 1338 | 1 Roy Joseph (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 47 | 29/09/2025 | 29/09/2025 | No | IISER, TVM |
| | Symposium | Leave : OD | 29/09/2025 | 29/09/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | DL | 01/10/2025 | 04/10/2025 | | | | | |
| 1403 | 1 Sumakumari.L | Senior Nursing Officer (Ward) - C | Permanent | HOS GENERAL | 4 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 09/12/2025 | 15/12/2025 | Remark : TA/DA, Regn. Fee as per rules. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 2

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------------|---------------------------------|------------|---------------|---|-------------|------------|---------------|---|
| 1432 | 1 Anasooya.R. | Assistant Nursing Superintenden | Permanent | HOS GENERAL | 10 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 10/12/2025 | 15/12/2025 | Remark : TA/DA, Regn Fee as per rules. | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 105 | 26/07/2025 | 26/07/2025 | No | IIT Kanpur |
| | Symposium | Leave : OD | 25/07/2025 | 25/07/2025 | Remark : (i) Without any financial commitments to the Institute. (ii) 26.07.2025 & 27.07.2025 - suffix | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 103 | 09/06/2025 | 09/06/2025 | No | ISRO, Bengaluru |
| | Workshop | Leave : DL | 08/06/2025 | 09/06/2025 | Remark : TA,DA From Institute Fund | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 106 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 02/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 107 | 13/10/2025 | 13/10/2025 | No | Taj Mahal Hotel, New Delhi. |
| | Programme | Leave : OD | 13/10/2025 | 14/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 102 | 28/04/2025 | 28/04/2025 | No | CDSCO, New Delhi |
| | Meeting | Leave : DL | 28/04/2025 | 29/04/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 104 | 05/06/2025 | 06/06/2025 | No | IIT, Delhi |
| | Meeting | Leave : OD | 05/06/2025 | 06/06/2025 | Remark : Without any financial commitments to the Institute | | | | |
| | | DL | 08/06/2025 | 09/06/2025 | | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 113 | 25/02/2026 | 25/02/2026 | No | College of Veterinary and Animal Sciences, Pookode, Wayanad |
| | Programme | Leave : PD | 25/02/2026 | 25/02/2026 | Remark : Reimburse TA / DA from Proj.8267. | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 111 | 19/01/2026 | 20/01/2026 | No | CSIR - CGCRI, Kolkata |
| | Programme | Leave : OD | 19/01/2026 | 21/01/2026 | Remark : (i) 18.01.2026 - Prefix (ii) Without any financial commitment to the Institute. | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 108 | 27/11/2025 | 29/11/2025 | No | IIT Bombay |
| | Conference | Leave : OD | 27/11/2025 | 29/11/2025 | Remark : Reimburse TA, Accommodation & Registration fees from LRA. | | | | |
| | | OD | 01/12/2025 | 02/12/2025 | | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 110 | 02/12/2025 | 03/12/2025 | No | Alphonsa College, Pala |
| | Conference | Leave : OD | 01/12/2025 | 02/12/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| | | OD | 04/12/2025 | 08/12/2025 | | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 109 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 01/12/2025 | 02/12/2025 | Remark : Reimburse TA, Accommodation & Registration fee from LRA. | | | | |
| | | OD | 04/12/2025 | 08/12/2025 | | | | | |
| 1436 | 1 Harikrishna Varma P. R. (Dr) | Ag. Head (Bmt Wing) | Permanent | BMT GENERAL | 112 | 05/02/2026 | 06/02/2026 | No | CUSAT, Kochi |
| | Seminar | Leave : OD | 05/02/2026 | 05/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1442 | 1 Nirmala M.O. | Nursing Superintendent - A | Permanent | HOS SC | 11 | 13/06/2025 | 14/06/2025 | No | Chennai |
| | Conference | Leave : OD | 12/06/2025 | 13/06/2025 | Remark : As per approval dated 16.06.2025 | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 3

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|------------------------|------------------------------|-------------------|-------------------|--|-------------|------------|---------------|--|
| 1442 | 1 Nirmala M.O. | Nursing Superintendent - A | Permanent | HOS SC | 12 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 10/12/2025 | 15/12/2025 | Remark : TA/DA, Regn. Fee as per Institute Rules. | | | | |
| 1447 | 1 Lekshmanan Pillai C. | Administrative Officer - B | Permanent | HOS GENERAL | 14 | 03/12/2025 | 03/12/2025 | No | Chennai High Court |
| | Meeting | Leave : DL | 03/12/2025 | 03/12/2025 | Remark : TA/DA from Institute as per Institute Rules | | | | |
| 1447 | 1 Lekshmanan Pillai C. | Administrative Officer - B | Permanent | HOS GENERAL | 13 | 23/09/2025 | 23/09/2025 | No | New Delhi |
| | Meeting | Leave : DL | 23/09/2025 | 23/09/2025 | Remark : TA/DA and other incidental expenses if any from Institute as per Rules | | | | |
| 1447 | 1 Lekshmanan Pillai C. | Administrative Officer - B | Permanent | HOS GENERAL | 12 | 15/09/2025 | 15/09/2025 | No | New Delhi |
| | Programme | Leave : DL | 15/09/2025 | 15/09/2025 | Remark : All expenses, TA/DA/incidental expenses from Institute as prRules | | | | |
| 1447 | 1 Lekshmanan Pillai C. | Administrative Officer - B | Permanent | HOS GENERAL | 15 | 23/03/2026 | 23/03/2026 | No | Ernakulam |
| | Meeting | Leave : DL | 23/03/2026 | 23/03/2026 | Remark : TA/DA from Institute as per rules | | | | |
| 1457 | 1 Ramesh P. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 67 | 13/01/2026 | 13/01/2026 | No | CBI, ACB Ernakulam |
| | Programme | Leave : DL | 13/01/2026 | 13/01/2026 | Remark : TA, DA expenses from Institute funds. | | | | |
| 1457 | 1 Ramesh P. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 66 | 04/02/2026 | 06/02/2026 | No | INSA, New Delhi |
| | Training | Leave : DL | 03/02/2026 | 07/02/2026 | Remark : TA, DA expenses from Institute funds. | | | | |
| 1465 | 1 Lizymol P. P. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 43 | 23/12/2025 | 23/12/2025 | No | PMS College of Dental Sciences & Research , Thiruvananthapuram |
| | Programme | Leave : OD | 23/12/2025 | 23/12/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 132 | 20/08/2025 | 23/08/2025 | No | Bangalore |
| | Workshop | Leave : OD | 21/08/2025 | 22/08/2025 | Remark : TA/DA/ Registration fee from LRA as per Rules | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 130 | 25/07/2025 | 27/07/2025 | No | Chandigarh |
| | Conference | Leave : OD | 24/07/2025 | 27/07/2025 | Remark : TA, DA, Registration fee from Institute as per Rules | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 135 | 11/01/2026 | 11/01/2026 | No | Thrissur |
| | Conference | Leave : OD | 12/01/2026 | 12/01/2026 | Remark : TA./DA/Registration fee from LRA as per rules | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 131 | 01/08/2025 | 03/08/2025 | No | IACTA Bangalore |
| | Examiner | Leave : OD | 31/07/2025 | 02/08/2025 | Remark : Without any financial commitment to t he Institute | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 133 | 20/09/2025 | 21/09/2025 | No | Mahabalipuram |
| | Conference | Leave : OD | 19/09/2025 | 20/09/2025 | Remark : TA/DA/Registration fee from LRA as per Rules | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 134 | 19/11/2025 | 22/11/2025 | Yes | Sydney, Australia |
| | Conference | Leave : OD | 17/11/2025 | 21/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 136 | 21/02/2026 | 22/02/2026 | No | Kolencherry |
| | Conference | Leave : OD | 20/02/2026 | 21/02/2026 | Remark : TA/DA/REGistration fee from LRA as per Rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 4

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|----------------------|-----------------------------------|-------------------|-------------------|---|-------------|------------|---------------|------------------------------------|
| 1473 | 1 Thomas Koshy (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 137 | 26/02/2026 | 01/03/2026 | No | Visakhapatnam |
| | Conference | Leave : OD | 26/02/2026 | 27/02/2026 | Remark : TA/DA/Registration fee from Institute as per rules. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 105 | 07/05/2025 | 07/05/2025 | No | BARC Traning School, Mumbai |
| | Programme | Leave : DL | 06/05/2025 | 07/05/2025 | Remark : Reimbursement of TA / DA from TRC Proj.8115, as and when funds are available | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 107 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 03/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 106 | 16/09/2025 | 16/09/2025 | No | KMTC Dental College, Kozhikode |
| | Programme | Leave : OD | 15/09/2025 | 16/09/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 108 | 07/11/2025 | 08/11/2025 | No | Amritapuri Campus, Kollam. |
| | Conference | Leave : OD | 07/11/2025 | 07/11/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 113 | 30/01/2026 | 02/02/2026 | No | St.Albert's College, Ernakulam |
| | Programme | Leave : OD | 02/02/2026 | 02/02/2026 | Remark : Reimburse TA / Accommodation from LRA. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 109 | 10/12/2025 | 12/12/2025 | No | IIT Guwahati, Assam |
| | Conference | Leave : OD | 09/12/2025 | 12/12/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 111 | 08/01/2026 | 09/01/2026 | No | New Delhi. |
| | Programme | Leave : OD | 07/01/2026 | 09/01/2026 | Remark : Without any financial commitment to the Institute. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 112 | 29/12/2025 | 29/12/2025 | No | KACV, Kovalam, Thiruvananthapuram. |
| | Programme | Leave : OD | 29/12/2025 | 29/12/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1478 | 1 Balram S. | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 110 | 21/11/2025 | 22/11/2025 | No | KIIT, Bhubaneshwar |
| | Programme | Leave : OD | 20/11/2025 | 21/11/2025 | Remark : (i) Without any financial commitment to the Institute. (ii) Suffix - 22.11.2025 (Holiday) | | | | |
| 1513 | 1 Shrinivas V G (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 84 | 20/08/2025 | 23/08/2025 | No | Bangalore |
| | Workshop | Leave : OD | 21/08/2025 | 23/08/2025 | Remark : TA/DA from LRA as per Rules | | | | |
| 1513 | 1 Shrinivas V G (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 83 | 13/05/2025 | 14/05/2025 | No | AIIMS New Delhi |
| | Examiner | Leave : OD | 13/05/2025 | 15/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1513 | 1 Shrinivas V G (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 85 | 01/12/2025 | 01/12/2025 | No | JIPMER Pondicherry |
| | Examiner | Leave : OD | 01/12/2025 | 01/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1513 | 1 Shrinivas V G (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 86 | 27/02/2026 | 01/03/2026 | No | VIZAG, Visakhapatnam, AP |
| | Conference | Leave : OD | 26/02/2026 | 27/02/2026 | Remark : TA/DA /Registration fee from Institute as per rules | | | | |
| 1526 | 1 Visalakshi T.R. | Senior Nursing Officer (Ward) - C | Permanent | HOS GENERAL | 6 | 19/09/2025 | 21/09/2025 | No | Wesin Mumbai Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No DEPT-REQ0GEN/204/2025-R&P-CELL-SCTIMST . Regn. Fee TA/DA as per rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 5

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------|------------------------------|------------|---------------|---|-------------|------------|---------------|--|
| 1527 | 1 Umashankar P. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 72 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : PD | 04/12/2025 | 07/12/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8271. | | | | |
| 1527 | 1 Umashankar P. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 71 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 02/10/2025 | 04/10/2025 | Remark : (i) Amended to add DA (ii) TA / DA from Proj.8115. | | | | |
| 1527 | 1 Umashankar P. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 73 | 12/02/2026 | 14/02/2026 | No | Palamur Biosciences Pvt. Ltd., Mahabubnagar, Telangana |
| | Programme | Leave : OD | 11/02/2026 | 13/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1549 | 1 Mala Ramanathan(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 253 | 28/05/2025 | 29/05/2025 | No | Centre for Ethics, Yenopoya, Mangalore |
| | Workshop | Leave : OD | 28/05/2025 | 29/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1549 | 1 Mala Ramanathan(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 254 | 01/09/2025 | 04/09/2025 | No | Aizwal, Mizoram |
| | Programme | Leave : OD | 01/09/2025 | 06/09/2025 | Remark : TA/DA from LRA as per Rules | | | | |
| 1549 | 1 Mala Ramanathan(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 255 | 04/10/2025 | 09/10/2025 | No | Institute of Population Science (IIPS) Mumbai |
| | Meeting | Leave : PD | 04/10/2025 | 09/10/2025 | Remark : All Expenses from Project 5473 a sper Project rules | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 68 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 03/10/2025 | 04/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 66 | 03/09/2025 | 03/09/2025 | No | GESCO, Chennai |
| | Programme | Leave : OD | 03/09/2025 | 03/09/2025 | Remark : Reimburse TA & Accommodation from LRA. | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 67 | 11/09/2025 | 12/09/2025 | No | Vigyan, Bhawan, New Delhi |
| | Programme | Leave : PD | 10/09/2025 | 12/09/2025 | Remark : Reimburse the TA, DA & Registration Fees from Proj.8268 | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 69 | 10/10/2025 | 11/10/2025 | No | NIT Calicut |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | Remark : Reimburse TA, Accommodation & Registration Fees from LRA. | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 72 | 12/11/2025 | 13/11/2025 | No | VIT, Vellore |
| | Meeting | Leave : OD | 10/11/2025 | 12/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | OD | 13/11/2025 | 14/11/2025 | | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 73 | 25/11/2025 | 25/11/2025 | No | CDSCO, New Delhi. |
| | Programme | Leave : OD | 21/11/2025 | 24/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | DL | 25/11/2025 | 26/11/2025 | | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 70 | 20/11/2025 | 23/11/2025 | No | AIIMS, Bhubaneswar. |
| | Conference | Leave : OD | 21/11/2025 | 24/11/2025 | Remark : Reimburse TA, Accommodation & Registration fees from LRA. | | | | |
| | | DL | 25/11/2025 | 26/11/2025 | | | | | |
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 71 | 10/11/2025 | 12/11/2025 | No | ICGEB, New Delhi. |
| | Meeting | Leave : OD | 10/11/2025 | 12/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | OD | 13/11/2025 | 14/11/2025 | | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 6

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------|------------------------------|------------|---------------|--|-------------|------------|---------------|--------------------|
| 1589 | 1 Maya Nandkumar A. (Dr) | Scientist 'G' (Senior Grade) | Permanent | BMT GENERAL | 65 | 28/08/2025 | 30/08/2025 | No | New Delhi |
| | Meeting | Leave : OD | 28/08/2025 | 30/08/2025 | Remark : Without any financial commitments to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 249 | 14/11/2025 | 16/11/2025 | No | Calicut |
| | Conference | Leave : OD | 14/11/2025 | 15/11/2025 | Remark : TA andRegistration fee from LRA as per Rules | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 239 | 03/05/2025 | 03/05/2025 | No | Mumbai |
| | Meeting | Leave : OD | 03/05/2025 | 03/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 255 | 21/02/2026 | 21/02/2026 | No | JIPMER |
| | Meeting | Leave : OD | 21/02/2026 | 21/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 254 | 13/03/2026 | 13/03/2026 | No | Kochi |
| | Conference | Leave : OD | 13/03/2026 | 13/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 252 | 07/02/2026 | 07/02/2026 | No | IISER TVM |
| | Programme | Leave : OD | 07/02/2026 | 07/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 253 | 13/02/2026 | 13/02/2026 | No | Aster MIMS Calicut |
| | Conference | Leave : OD | 13/02/2026 | 13/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 256 | 27/03/2026 | 29/03/2026 | No | Chandigarh |
| | Conference | Leave : OD | 27/03/2026 | 27/03/2026 | Remark : TA/DA/Registration fee from Institute as per rules | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 251 | 29/01/2026 | 01/02/2026 | No | Hyderabad |
| | Conference | Leave : OD | 29/01/2026 | 31/01/2026 | Remark : TA/DA/Registration fee from LRA as per rules | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 240 | 31/05/2025 | 01/06/2025 | No | Kochi |
| | Programme | Leave : OD | 31/05/2025 | 31/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 250 | 17/10/2025 | 17/10/2025 | No | RCC TVM |
| | Examiner | Leave : OD | 17/10/2025 | 17/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 248 | 04/11/2025 | 04/11/2025 | No | NIMHANS Bengaluru |
| | Examiner | Leave : OD | 03/11/2025 | 04/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 242 | 11/07/2025 | 12/07/2025 | No | Coimbatore |
| | Conference | Leave : OD | 11/07/2025 | 11/07/2025 | Remark : With Registration fee from LRA as per rules. (Order dtd. 04.07.2025 amended as per approval dt.30.07.2025) | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 243 | 19/07/2025 | 20/07/2025 | No | Trivandrum |
| | Conference | Leave : OD | 19/07/2025 | 19/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 | 1 Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 244 | 31/07/2025 | 31/07/2025 | No | SAMEER Mumbai |
| | Meeting | Leave : OD | 31/07/2025 | 31/07/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 7

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------|------------------------|------------|---------------|--|-------------|------------|---------------|--|
| 1618 1 | Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 245 | 29/08/2025 | 31/08/2025 | No | AIIMS Guwahati |
| | Conference | Leave : OD | 29/08/2025 | 30/08/2025 | Remark : Travel and Registration fee from LRA as per Rules | | | | |
| 1618 1 | Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 246 | 25/08/2025 | 25/08/2025 | No | NSUT New Delhi |
| | Programme | Leave : OD | 25/08/2025 | 25/08/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 1 | Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 247 | 23/09/2025 | 23/09/2025 | No | RCC, TVM |
| | Meeting | Leave : OD | 23/09/2025 | 23/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1618 1 | Kesavadas.C.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 241 | 27/06/2025 | 29/06/2025 | No | Nagpur |
| | Workshop | Leave : OD | 27/06/2025 | 27/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 72 | 27/10/2025 | 29/10/2025 | No | Centre for Brain Research (CBR), Indian Institute of Science, Bangalore |
| | Programme | Leave : | | | Remark : (i) Without any financial commitments to the Institute. (ii) Personal leave to be applied from 27.10.2025 to 29.10.2025 (3 days) | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 66 | 26/06/2025 | 27/06/2025 | No | Saveetha Dental College and Hospital, Chennai |
| | Programme | Leave : PD | 25/06/2025 | 27/06/2025 | Remark : Reimbursement of TA & DA from Proj.8265. | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 74 | 20/01/2026 | 20/01/2026 | No | Rajagiri Hospital, Aluva |
| | Programme | Leave : PD | 20/01/2026 | 20/01/2026 | Remark : Reimburse TA / DA from TRC Proj.8115. | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 70 | 29/08/2025 | 30/08/2025 | No | Anna University, Kotturpuram, Chennai |
| | Conference | Leave : | | | Remark : Reimburse Registration Fees and TA from LRA | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 69 | 30/07/2025 | 31/07/2025 | No | Pullman Aerocity, New Delhi |
| | Conference | Leave : OD | 29/07/2025 | 30/07/2025 | Remark : (i) without any financial commitments to the Institute. (ii) Eligible leave for 31.07.2025 may be applied. | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 71 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 01/10/2025 | 04/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 67 | 05/04/2025 | 06/04/2025 | No | IIT Madras |
| | Conference | Leave : OD | 04/04/2025 | 08/04/2025 | Remark : Registration fee and TA from LRA | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 68 | 14/07/2025 | 14/07/2025 | No | Vellore Institute of Technology, Vellore, Tamil Nadu |
| | Workshop | Leave : OD | 14/07/2025 | 16/07/2025 | Remark : Without any financial commitments to the Institute | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 75 | 04/02/2026 | 05/02/2026 | No | Karunya University, Coimbatore & Govt. Medical College, Palakkad |
| | Programme | Leave : PD | 03/02/2026 | 05/02/2026 | Remark : Reimburse TA, DA from Proj.8267. | | | | |
| 1634 1 | Manoj Komath (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 73 | 24/11/2025 | 25/11/2025 | No | National Institute of Pharmaceutical Education and Research (NIPER), Ahmedabad |
| | Programme | Leave : PD | 24/11/2025 | 26/11/2025 | Remark : Reimburse TA, DA from Proj.8115. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 8

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------|------------------------|------------|---------------|---|-------------|------------|---------------|--|
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 106 | 12/02/2026 | 12/02/2026 | No | Dooradarshan Kendra, Trivandrum |
| | Programme | Leave : OD | 12/02/2026 | 12/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 107 | 20/02/2026 | 20/02/2026 | No | St.Thomas School, Mukkola, Trivandrum. |
| | Programme | Leave : OD | 20/02/2026 | 20/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 105 | 03/02/2026 | 12/02/2026 | No | KVASU Mannuthy |
| | Programme | Leave : OD | 02/02/2026 | 03/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| | | OD | 12/02/2026 | 12/02/2026 | | | | | |
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 101 | 13/05/2025 | 13/05/2025 | No | BIS New Delhi |
| | Meeting | Leave : OD | 13/05/2025 | 13/05/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 104 | 22/10/2025 | 28/10/2025 | No | University of Kerala, Kariavattom Campus |
| | Seminar | Leave : OD | 22/10/2025 | 22/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 103 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 03/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1635 1 | Anilkumar T. V. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 102 | 15/07/2025 | 15/07/2025 | No | BIS, New Delhi |
| | Programme | Leave : OD | 15/07/2025 | 15/07/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 90 | 26/04/2025 | 26/04/2025 | No | Delhi |
| | Programme | Leave : OD | 25/04/2025 | 25/04/2025 | Remark : without any financial commitment to the Institute | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 94 | 15/08/2025 | 17/08/2025 | No | Kozhikode |
| | Conference | Leave : OD | 16/08/2025 | 16/08/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 92 | 26/06/2025 | 29/06/2025 | No | Mumbai |
| | Conference | Leave : OD | 27/06/2025 | 27/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 95 | 19/09/2025 | 21/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 20/09/2025 | Remark : without any financial commitment to the Institute | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 91 | 02/05/2025 | 03/05/2025 | No | Kozhikode |
| | Conference | Leave : OD | 02/05/2025 | 03/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 100 | 09/01/2026 | 09/01/2026 | No | AIIMS New Delhi |
| | Meeting | Leave : OD | 08/01/2026 | 09/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 98 | 13/12/2025 | 14/12/2025 | No | UNMICRC, Gujrat |
| | Examiner | Leave : OD | 10/12/2025 | 12/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| | | OD | 15/12/2025 | 15/12/2025 | | | | | |
| 1637 1 | Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 99 | 11/12/2025 | 11/12/2025 | No | AIIMS New Delhi |
| | Examiner | Leave : OD | 10/12/2025 | 12/12/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 9

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|---------------------------|------------------------|------------|---------------|--|-------------|------------|---------------|---|
| 1637 | 1 Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 96 | 01/11/2025 | 02/11/2025 | No | Kochi |
| | Conference | Leave : OD | 01/11/2025 | 01/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1637 | 1 Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 97 | 16/11/2025 | 16/11/2025 | No | Manipal |
| | Conference | Leave : OD | 15/11/2025 | 15/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1637 | 1 Krishnamoorthy.K.M.(Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 93 | 05/07/2025 | 05/07/2025 | No | Kozhikode |
| | Conference | Leave : OD | 05/07/2025 | 05/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 152 | 31/07/2025 | 01/08/2025 | No | DST New Delhi |
| | Meeting | Leave : OD | 30/07/2025 | 01/08/2025 | Remark : without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 147 | 16/04/2025 | 16/04/2025 | No | SVIMS Tirupati |
| | Examiner | Leave : OD | 15/04/2025 | 16/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 148 | 21/04/2025 | 23/04/2025 | No | Govt Medical college Thiruvananthapuram |
| | Examiner | Leave : OD | 21/04/2025 | 23/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 155 | 20/01/2026 | 22/01/2026 | No | Govt Medical College TVM |
| | Examiner | Leave : OD | 20/01/2026 | 22/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 156 | 06/02/2026 | 08/02/2026 | No | Ahmedabad |
| | Conference | Leave : OD | 06/02/2026 | 07/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 154 | 12/01/2026 | 13/01/2026 | No | SVIMS Tirupati |
| | Examiner | Leave : OD | 12/01/2026 | 13/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 153 | 03/11/2025 | 05/11/2025 | No | New Delhi |
| | Conference | Leave : DL | 03/11/2025 | 05/11/2025 | Remark : TA/DA from Institute as per Rules | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 151 | 19/07/2025 | 20/07/2025 | No | Bengaluru |
| | Conference | Leave : OD | 19/07/2025 | 19/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 150 | 26/06/2025 | 28/06/2025 | Yes | Kyoto and Nagoya in Japan |
| | Symposium | Leave : OD | 24/06/2025 | 27/06/2025 | Remark : Without any financial commitment to the the Institute | | | | |
| 1639 | 1 Harikrishnan.S.(Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 149 | 02/05/2025 | 03/05/2025 | No | Kozhikode |
| | Conference | Leave : OD | 02/05/2025 | 03/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1640 | 1 Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 134 | 28/11/2025 | 30/11/2025 | No | Kollam |
| | Conference | Leave : OD | 29/11/2025 | 29/11/2025 | Remark : Without Any financial commitment to the Institute | | | | |
| 1640 | 1 Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 133 | 11/10/2025 | 12/10/2025 | No | AIIMS Raipur |
| | Conference | Leave : OD | 13/10/2025 | 13/10/2025 | Remark : Registration fee and Travel Expenses from LRA as per Rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 10

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------|------------------------|------------|---------------|--|-------------|------------|---------------|------------------------------------|
| 1640 1 | Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 130 | 17/05/2025 | 21/05/2025 | Yes | Philadelphia, USA |
| | Conference | Leave : OD | 17/05/2025 | 23/05/2025 | Remark : Reimbursement of expenses from Institute Travel Grant and LRA as per Ruels | | | | |
| 1640 1 | Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 131 | 15/11/2025 | 16/11/2025 | No | Kozhikode |
| | Conference | Leave : OD | 14/11/2025 | 15/11/2025 | Remark : TA, DA. Registration fee from LRA as per rules | | | | |
| 1640 1 | Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 132 | 20/12/2025 | 21/12/2025 | No | Udaipur, Rajasthan |
| | Conference | Leave : OD | 19/12/2025 | 20/12/2025 | Remark : Travel expenses from LRA as per Rules | | | | |
| 1640 1 | Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 135 | 11/01/2026 | 11/01/2026 | No | AIIMS New Delhi |
| | Meeting | Leave : OD | 12/01/2026 | 12/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1640 1 | Bejoy Thomas (Dr) | Professor Senior Grade | Permanent | HOS GENERAL | 136 | 27/03/2026 | 29/03/2026 | No | PGIMER Chandigarh |
| | Conference | Leave : OD | 26/03/2026 | 27/03/2026 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 1643 1 | Vinodkumar V. | Engineer 'G' | Permanent | BMT GENERAL | 63 | 18/07/2025 | 18/07/2025 | No | BIS, Chennai |
| | Programme | Leave : OD | 18/07/2025 | 19/07/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1643 1 | Vinodkumar V. | Engineer 'G' | Permanent | BMT GENERAL | 65 | 06/12/2025 | 09/12/2025 | No | Punjab University, Chandigarh |
| | Programme | Leave : PD | 05/12/2025 | 10/12/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 1643 1 | Vinodkumar V. | Engineer 'G' | Permanent | BMT GENERAL | 66 | 05/03/2026 | 07/03/2026 | No | Novotel New Delhi Aerocity |
| | Programme | Leave : OD | 04/03/2026 | 07/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1643 1 | Vinodkumar V. | Engineer 'G' | Permanent | BMT GENERAL | 64 | 28/08/2025 | 29/08/2025 | No | Vapi, Gujarat |
| | Programme | Leave : OD | 27/08/2025 | 30/08/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1646 1 | Manikandan.S.Dr | Professor Senior Grade | Permanent | HOS GENERAL | 75 | 30/08/2025 | 30/08/2025 | No | AIIMS Mangalagiri, Andhra Pradesh |
| | Training | Leave : | | | Remark : Travel and Accommodation payable by AIIMS New Delhi | | | | |
| 1646 1 | Manikandan.S.Dr | Professor Senior Grade | Permanent | HOS GENERAL | 76 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL | 03/10/2025 | 03/10/2025 | Remark : TA/DA from the TRC Project 8115 as per Rules | | | | |
| 1646 1 | Manikandan.S.Dr | Professor Senior Grade | Permanent | HOS GENERAL | 77 | 02/12/2025 | 02/12/2025 | No | JIPMER, Pondicerry |
| | Examiner | Leave : OD | 01/12/2025 | 02/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1646 1 | Manikandan.S.Dr | Professor Senior Grade | Permanent | HOS GENERAL | 78 | 23/01/2026 | 26/01/2026 | No | AIIMS Nagpur |
| | Conference | Leave : OD | 22/01/2026 | 23/01/2026 | Remark : TA/DA/Registration fee from Instittue as per rules | | | | |
| 1648 1 | Leena Joseph | Engineer 'G' | Permanent | BMT GENERAL | 11 | 28/07/2025 | 01/08/2025 | No | NABL, Bangalore |
| | Training | Leave : DL | 28/07/2025 | 02/08/2025 | Remark : TA / DA from the allocated budget of Quality Cell for FY 2025-26 | | | | |
| 1648 1 | Leena Joseph | Engineer 'G' | Permanent | BMT GENERAL | 12 | 27/11/2025 | 27/11/2025 | No | Sanatana Dharma College, Alappuzha |
| | Programme | Leave : OD | 27/11/2025 | 27/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 11

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|------------------------|-------------------------------------|------------|---------------|---|-------------|------------|---------------|-----------------------------------|
| 1657 | 1 Preethamol P. | Senior Nursing Officer (Ward) - C | Permanent | HOS GENERAL | 7 | 28/08/2025 | 31/08/2025 | No | AIIMS MANGALAGIRI |
| | Training | Leave : DL | 28/08/2025 | 31/08/2025 | Remark : ALL TRAVEL AND STAY ARRANGEMENT , SHALL BE PAYABLE BY THE PROJECT OFFICE (AIIMS-NEW DELHI) ON REIMBURSEMENT BASIS AS BY APPLICABLE GOVT OF INDIA RULES. | | | | |
| 1668 | 1 Suneel P.R.(Dr) | Professor | Permanent | HOS GENERAL | 43 | 10/10/2025 | 12/10/2025 | No | Calicut |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1668 | 1 Suneel P.R.(Dr) | Professor | Permanent | HOS GENERAL | 44 | 27/02/2026 | 01/03/2026 | No | Vizag |
| | Conference | Leave : OD | 26/02/2026 | 27/02/2026 | Remark : TA/DA/Registration fee from Instittue as per rules | | | | |
| 1688 | 1 Suja Raj L. | Senior Lecturer In Nursing | Permanent | HOS GENERAL | 26 | 21/06/2025 | 22/06/2025 | No | Thiruvananthapuram |
| | Conference | Leave : OD | 21/06/2025 | 21/06/2025 | Remark : Reimbursement of Registration fee from LRA as per rules | | | | |
| 1688 | 1 Suja Raj L. | Senior Lecturer In Nursing | Permanent | HOS GENERAL | 27 | 10/12/2025 | 14/12/2025 | No | Indore, MP |
| | Conference | Leave : OD | 10/12/2025 | 15/12/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 1698 | 1 Unnikrishnan.K.P(Dr) | Professor | Permanent | HOS GENERAL | 30 | 19/09/2025 | 21/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 20/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 1698 | 1 Unnikrishnan.K.P(Dr) | Professor | Permanent | HOS GENERAL | 31 | 27/02/2026 | 01/03/2026 | No | Vizag |
| | Conference | Leave : OD | 26/02/2026 | 27/02/2026 | Remark : TA/DA/ Registration fee from Institute as per Rules | | | | |
| 1736 | 1 Beegum Thaslim N | Jr. Scientific Officer (Perfusion) | Permanent | HOS OBC | 6 | 19/09/2025 | 21/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : TA/DA/REgistration fee from Institute as per Rules | | | | |
| 1741 | 1 Smitha A.S | Assistant Nursing Superintenden | Permanent | HOS ST | 4 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No.DEPT-REQ0GEN/198/2025-R&P-CELL-SCTIMST Regn. Fee, TA/DA as per rules | | | | |
| 1754 | 1 Sreenath K.K. | Asst. Accounts Officer - A | Permanent | HOS GENERAL | 8 | 08/10/2025 | 08/10/2025 | No | Hotel Residency Tower, Trivandrum |
| | Workshop | Leave : DL | 08/10/2025 | 08/10/2025 | Remark : Registration fee of Rs 5250+18% GST from Institute as per Rules | | | | |
| 1755 | 1 Sreekanth S. L. | Junior Scientific Officer (Instrume | Permanent | BMT OBC | 14 | 06/12/2025 | 09/12/2025 | No | Punjab University, Chandigarh |
| | Programme | Leave : PD | 05/12/2025 | 10/12/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 1755 | 1 Sreekanth S. L. | Junior Scientific Officer (Instrume | Permanent | BMT OBC | 12 | 28/07/2025 | 01/08/2025 | No | NABL, Bangalore |
| | Training | Leave : DL | 28/07/2025 | 02/08/2025 | Remark : TA / DA from the allocated budget of Quality Cell for FY 2025-26 | | | | |
| 1755 | 1 Sreekanth S. L. | Junior Scientific Officer (Instrume | Permanent | BMT OBC | 13 | 13/11/2025 | 14/11/2025 | No | FCRI, Palakkad |
| | Training | Leave : DL | 12/11/2025 | 15/11/2025 | Remark : TA, DA, Training fees from the Projected expense for maintaining the Quality Management System (QMS) for Testing and Calibration Services' at BMT Wing for FY 2025-26 | | | | |
| 1757 | 1 Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 156 | 02/09/2025 | 03/09/2025 | No | CMC Vellore |
| | Examiner | Leave : DL | 02/09/2025 | 02/09/2025 | Remark : Deputed by Director for the VIVA, without any financial commitment to the Institute | | | | |
| | | DL | 03/09/2025 | 04/09/2025 | | | | | |
| 1757 | 1 Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 152 | 28/05/2025 | 28/05/2025 | No | KUHS Thrissur |
| | Meeting | Leave : OD | 28/05/2025 | 29/05/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 12

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------|---|-----------|---------------|---------|-------------|------------|---------------|---|
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 158 | 25/08/2025 | 26/08/2025 | No | IISc Banagalore |
| | Workshop | Leave : OD 22/08/2025 24/08/2025 OD 25/08/2025 26/08/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 157 | 22/08/2025 | 24/08/2025 | No | MUHS Nashik |
| | Meeting | Leave : PD 19/08/2025 21/08/2025 OD 22/08/2025 24/08/2025 OD 25/08/2025 26/08/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 154 | 12/08/2025 | 12/08/2025 | No | JIPMER Puducherry |
| | Examiner | Leave : OD 11/08/2025 12/08/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 151 | 25/04/2025 | 26/04/2025 | No | Andhra Pradesh |
| | Conference | Leave : PD 24/04/2025 26/04/2025 | | | | | | | Remark : TA/DA/REGistration fee from Project 5355 as per Project Rules |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 155 | 20/08/2025 | 20/08/2025 | No | New Delhi |
| | Meeting | Leave : PD 19/08/2025 21/08/2025 OD 22/08/2025 24/08/2025 | | | | | | | Remark : Order dtd.26.08.2025 amended as Travel and other expenses from Project 5355 as per project rules. |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 159 | 14/09/2025 | 19/09/2025 | No | School of Social Sciences, Central Univeristy of Gujrat |
| | Programme | Leave : OD 15/09/2025 19/09/2025 | | | | | | | Remark : Without any financial commitment to the Instittue |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 160 | 14/11/2025 | 16/11/2025 | Yes | Colombo Srilanka |
| | Workshop | Leave : OD 13/11/2025 17/11/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 167 | 09/02/2026 | 13/02/2026 | No | New Delhi |
| | Workshop | Leave : PD 09/02/2026 09/02/2026 DL 10/02/2026 11/02/2026 PD 12/02/2026 12/02/2026 | | | | | | | Remark : Accommodation and local travel expenses from Project 5355 as per project rules |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 166 | 10/02/2026 | 11/02/2026 | No | New Delhi |
| | Symposium | Leave : PD 09/02/2026 09/02/2026 DL 10/02/2026 11/02/2026 PD 12/02/2026 12/02/2026 | | | | | | | Remark : Local Travel expenses from Project 5505 as per project rules. |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 164 | 19/01/2026 | 19/01/2026 | No | IITGuwahati |
| | Conference | Leave : PD 19/01/2026 21/01/2026 | | | | | | | Remark : Expenses from Project 5355 as per project rules |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 165 | 16/03/2026 | 18/03/2026 | Yes | University of New South Wales, Sydney, Australia |
| | Workshop | Leave : OD 16/03/2026 20/03/2026 | | | | | | | Remark : Expenses from the project 5505 as per project Rules |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 161 | 10/11/2025 | 11/11/2025 | No | New Delhi |
| | Meeting | Leave : PD 10/11/2025 11/11/2025 OD 13/11/2025 17/11/2025 | | | | | | | Remark : Accomodation charges from Proj 5505 as project ruels |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 162 | 20/11/2025 | 21/11/2025 | No | New Delhi |
| | Conference | Leave : DL 19/11/2025 21/11/2025 | | | | | | | Remark : Without any financial commitment to the Institute. Expenses from ICMR VRDL Project 8268. |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 13

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------------|-------------------|------------|--|--|-------------|------------|---------------|--|
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 153 | 01/07/2025 | 01/07/2025 | No | Amrita Institute , Kochi |
| | Examiner | Leave : OD | 01/07/2025 | 01/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1757 1 | Biju Soman (Dr) | Professor | Permanent | HOS GENERAL | 163 | 17/12/2025 | 17/12/2025 | No | New Delhi |
| | Conference | Leave : PD | 17/12/2025 | 18/12/2025 | Remark : TA/DA and other expenses from Project 5355 as per project ruels | | | | |
| 1758 1 | Arun Anirudhan V.(Dr) | Engineer 'F' | Permanent | BMT GENERAL | 57 | 31/10/2025 | 02/11/2025 | No | Visakhapatnam |
| | Conference | Leave : OD | 30/10/2025 | 03/11/2025 | Remark : (i) For attending IHRSCON 2025 - without any financial commitments to the Institute (ii) Dr.Arun Anirudhan V. is permitted to visit IITDM, Chennai on 03.11.2025 and to reimburse its TA from Proj.8276. | | | | |
| 1758 1 | Arun Anirudhan V.(Dr) | Engineer 'F' | Permanent | BMT GENERAL | 55 | 14/05/2025 | 14/05/2025 | No | BIS, Hyderabad |
| | Workshop | Leave : OD | 13/05/2025 | 13/05/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| | | OD | 14/05/2025 | 15/05/2025 | | | | | |
| 1758 1 | Arun Anirudhan V.(Dr) | Engineer 'F' | Permanent | BMT GENERAL | 56 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : | | Remark : TA / DA from Proj.8115 | | | | | |
| 1760 1 | Sujesh Sreedharan (Dr) | Engineer 'G' | Permanent | BMT GENERAL | 49 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 03/10/2025 | 04/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1760 1 | Sujesh Sreedharan (Dr) | Engineer 'G' | Permanent | BMT GENERAL | 51 | 06/12/2025 | 06/12/2025 | No | National Engineering College, Tamil Nadu |
| | Programme | Leave : OD | 05/12/2025 | 06/12/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1760 1 | Sujesh Sreedharan (Dr) | Engineer 'G' | Permanent | BMT GENERAL | 50 | 22/09/2025 | 22/09/2025 | No | CSIR - NIIST, Trivandrum |
| | Programme | Leave : OD | 22/09/2025 | 22/09/2025 | Remark : Reimburse Registration Fees from LRA | | | | |
| 1760 1 | Sujesh Sreedharan (Dr) | Engineer 'G' | Permanent | BMT GENERAL | 52 | 10/12/2025 | 12/12/2025 | No | NIT Calicut |
| | Conference | Leave : OD | 09/12/2025 | 12/12/2025 | Remark : (i) Amended to add 'Accommodation' for reimbursement. (ii) Reimburse TA, Accommodation & Registration fee from LRA. | | | | |
| 1761 1 | Srinivas G (Dr) | Scientist 'G' | Permanent | HOS GENERAL | 56 | 23/06/2025 | 27/06/2025 | Yes | Toulouse, France |
| | Meeting | Leave : OD | 21/06/2025 | 27/06/2025 | Remark : Withut any financial commitment to the Instittue | | | | |
| 1761 1 | Srinivas G (Dr) | Scientist 'G' | Permanent | HOS GENERAL | 58 | 28/01/2026 | 29/01/2026 | No | Aluva |
| | Conference | Leave : OD | 28/01/2026 | 29/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1761 1 | Srinivas G (Dr) | Scientist 'G' | Permanent | HOS GENERAL | 57 | 19/01/2026 | 22/01/2026 | No | Bhopal |
| | Meeting | Leave : OD | 19/01/2026 | 23/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1761 1 | Srinivas G (Dr) | Scientist 'G' | Permanent | HOS GENERAL | 55 | 13/06/2025 | 14/06/2025 | No | IIT Kharagpur |
| | Workshop | Leave : PD | 12/06/2025 | 13/06/2025 | Remark : TA/Da from Project 5446 as pe rproject rules | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 112 | 22/05/2025 | 22/05/2025 | No | Medanta MEdicity, Gurugram |
| | Examiner | Leave : OD | 22/05/2025 | 22/05/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 14

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------------------|-------------------|------------|---------------|--|-------------|------------|---------------|--|
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 118 | 12/11/2025 | 15/11/2025 | Yes | Yokohama, Japan |
| | Conference | Leave : OD | 11/11/2025 | 15/11/2025 | Remark : Airfare travel expenses from Project 5479 as per project rules | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 113 | 30/05/2025 | 30/05/2025 | No | Ernakulam |
| | Workshop | Leave : OD | 30/05/2025 | 30/05/2025 | Remark : Without any financial commitment from Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 116 | 04/10/2025 | 04/10/2025 | No | UN Mehta Institute of Cardiology and Research Centre Ahmedabad |
| | Workshop | Leave : OD | 04/10/2025 | 04/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 115 | 19/09/2025 | 21/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 20/09/2025 | 20/09/2025 | Remark : without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 122 | 19/03/2026 | 20/03/2026 | Yes | Zaventem, Belgium |
| | Workshop | Leave : OD | 18/03/2026 | 20/03/2026 | Remark : without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 114 | 19/07/2025 | 19/07/2025 | No | Nagercoil |
| | Programme | Leave : OD | 19/07/2025 | 19/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 119 | 30/10/2025 | 01/11/2025 | No | Vizag |
| | Conference | Leave : OD | 30/10/2025 | 01/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 120 | 03/12/2025 | 04/12/2025 | No | PGIMER Chandigarh |
| | Examiner | Leave : OD | 02/12/2025 | 04/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 121 | 04/12/2025 | 07/12/2025 | No | Delhi |
| | Conference | Leave : OD | 02/12/2025 | 04/12/2025 | Remark : without any financial commitment to the Institute | | | | |
| 1763 1 | Narayanan Namboodiri K.K.(Dr.) | Professor | Permanent | HOS GENERAL | 117 | 16/10/2025 | 18/10/2025 | Yes | Adelaide South Australia |
| | Conference | Leave : PD | 15/10/2025 | 18/10/2025 | Remark : Airfare trave expenses from the Project 5479 as per project rules | | | | |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 80 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL | 03/10/2025 | 03/10/2025 | Remark : TA/DA from the TRC Project 8115 as per Rules | | | | |
| | | OD | 04/10/2025 | 04/10/2025 | | | | | |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 77 | 14/06/2025 | 14/06/2025 | No | AIIMS Bhopal |
| | Meeting | Leave : OD | 13/06/2025 | 13/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 79 | 10/12/2025 | 14/12/2025 | No | Indore |
| | Conference | Leave : OD | 09/12/2025 | 12/12/2025 | Remark : TA/DA/Registration fee from LRA as perRules | | | | |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 84 | 21/01/2026 | 21/01/2026 | No | Tirunelveli Medical College |
| | Examiner | Leave : OD | 21/01/2026 | 21/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 85 | 17/03/2026 | 17/03/2026 | No | New Delhi |
| | Meeting | Leave : DL | 17/03/2026 | 18/03/2026 | Remark : TA/DA from Institute as per Rules, amended as per the approval of CA | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 15

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------|--|-----------|---------------|---------|-------------|------------|---------------|--|
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 83 | 03/12/2025 | 03/12/2025 | No | Amrita School of Medicine Kochi |
| | Examiner | Leave : OD 03/12/2025 03/12/2025 | | | | | | | Remark : Without any financial commitment to the Institue |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 73 | 02/04/2025 | 04/04/2025 | No | Nizam Institute of Medical Sciences, Telangana |
| | Examiner | Leave : OD 02/04/2025 03/04/2025 | | | | | | | Remark : without any financial commitment to the Institute |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 82 | 24/10/2025 | 25/10/2025 | Yes | Colombo, Sri Lanka |
| | Workshop | Leave : OD 23/10/2025 24/10/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 81 | 04/10/2025 | 04/10/2025 | No | Govt Medical College Kottayam |
| | Examiner | Leave : DL 03/10/2025 03/10/2025 OD 04/10/2025 04/10/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1769 1 | Easwer H.V.(Dr) | Professor | Permanent | HOS GENERAL | 78 | 04/07/2025 | 05/07/2025 | No | Christian Medical College, Vellore |
| | Workshop | Leave : OD 04/07/2025 04/07/2025 | | | | | | | Remark : Withut any financil commitment to the Institute |
| 1786 1 | Shani S.D (Dr) | Assistant Nursing Superintenden | Permanent | HOS GENERAL | 29 | 13/06/2025 | 14/06/2025 | No | Chennai |
| | Conference | Leave : DL 12/06/2025 13/06/2025 | | | | | | | Remark : As per approval dated 16.06.2025. |
| 1786 1 | Shani S.D (Dr) | Assistant Nursing Superintenden | Permanent | HOS GENERAL | 31 | 09/10/2025 | 10/10/2025 | No | M. Y. Hospital, Indore |
| | Seminar | Leave : OD 09/10/2025 10/10/2025 | | | | | | | Remark : As per approval dated 28.10.2025. TA/ DA as per rules. |
| 1786 1 | Shani S.D (Dr) | Assistant Nursing Superintenden | Permanent | HOS GENERAL | 30 | 08/08/2025 | 10/08/2025 | No | GOA |
| | Conference | Leave : OD 07/08/2025 08/08/2025 | | | | | | | Remark : Leave on duty from 07.08.2025 to 08.08.2025 is approved without any financial commitment to the Institute. |
| 1786 1 | Shani S.D (Dr) | Assistant Nursing Superintenden | Permanent | HOS GENERAL | 32 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD 09/12/2025 12/12/2025 | | | | | | | Remark : TA/DA, Regn. Fee as per rules. |
| 1797 1 | Rajitha R.V. | Senior Nursing Officer (Ward) - E | Permanent | HOS ST | 3 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai Powai Lake, Mumbai |
| | Conference | Leave : OD 18/09/2025 22/09/2025 | | | | | | | Remark : Approved as per E.file No.DEPT-REQ0GEN/199/2025-R&P-CELL-SCTIMST. Regn. Fee,TA/DA as per rules |
| 1799 1 | Preena V. | Senior Nursing Officer (Ward) - E | Permanent | HOS GENERAL | 7 | 18/09/2025 | 22/09/2025 | No | Mumbai |
| | Conference | Leave : OD 18/09/2025 22/09/2025 | | | | | | | Remark : E file No. DEPT-REQ0GEN/197/2025-R&P-CELL-SCTIMST. Regn. Fee,TA/DA as per rules. |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 193 | 07/03/2026 | 08/03/2026 | No | IISER, Thiruvananthapuram |
| | Programme | Leave : OD 07/03/2026 07/03/2026 | | | | | | | Remark : Without any financial commitments to the Institute. |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 196 | 25/03/2026 | 25/03/2026 | No | St.Johns College, Anchal |
| | Programme | Leave : OD 25/03/2026 25/03/2026 | | | | | | | Remark : Without any financial commitments to the Institute. |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 188 | 13/11/2025 | 14/11/2025 | No | Mar Ivanios College, Thiruvananthapuram |
| | Seminar | Leave : OD 13/11/2025 13/11/2025 | | | | | | | Remark : Without any financial commitments to the Institute. |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 189 | 16/10/2025 | 16/10/2025 | No | Govt. College for Women, Thiruvananthapuram |
| | Programme | Leave : OD 17/10/2025 17/10/2025 | | | | | | | Remark : Without any financial commitments to the Institute. |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 16

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|-------------------|------------|---------------|--|-------------|------------|---------------|---|
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 187 | 08/11/2025 | 08/11/2025 | No | PGIMER, Chandigarh |
| | Conference | Leave : OD | 07/11/2025 | 07/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 183 | 06/08/2025 | 06/08/2025 | No | IISc, Bangalore |
| | Examiner | Leave : OD | 06/08/2025 | 07/08/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 185 | 02/10/2025 | 02/10/2025 | No | ONLINE Meeting |
| | Workshop | Leave : | | | Remark : Without any financial commitments to the Institute. | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 184 | 30/08/2025 | 01/09/2025 | No | JNCASR, Bengaluru |
| | Meeting | Leave : OD | 30/08/2025 | 01/09/2025 | Remark : Without any financial commitments to the Institute | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 186 | 17/10/2025 | 17/10/2025 | No | Mar Ivanios College, Nalanchira, Trivandrum |
| | Programme | Leave : OD | 17/10/2025 | 17/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 180 | 31/05/2025 | 31/05/2025 | No | SRIMST, Chennai |
| | Programme | Leave : OD | 30/05/2025 | 31/05/2025 | Remark : Without any financial commitment to the institute | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 192 | 04/02/2026 | 06/02/2026 | No | Manipal School of Lifesciences, Manipal. |
| | Conference | Leave : PD | 05/02/2026 | 05/02/2026 | Remark : (i) Reimburse TA, DA from Proj.8185. (ii) Permitted to travel/attend the above conference after attending CICAS 2026 at Bangalore. | | | | |
| | | PD | 06/02/2026 | 07/02/2026 | | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 194 | 06/03/2026 | 06/03/2026 | No | ICAR - CTCRI, Thiruvananthapuram |
| | Programme | Leave : OD | 07/03/2026 | 07/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 195 | 12/03/2026 | 12/03/2026 | No | CUSAT, Kochi |
| | Examiner | Leave : OD | 12/03/2026 | 12/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 191 | 05/02/2026 | 06/02/2026 | No | Bangalore University |
| | Conference | Leave : PD | 05/02/2026 | 05/02/2026 | Remark : Reimburse TA, DA from Proj.8185. | | | | |
| | | PD | 06/02/2026 | 07/02/2026 | | | | | |
| 1832 1 | Jayasree R.S.(Dr) | Scientist 'G' | Permanent | BMT GENERAL | 190 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : PD | 03/12/2025 | 07/12/2025 | Remark : Reimburse TA, DA from Proj.8250. | | | | |
| 1834 1 | Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 86 | 05/02/2026 | 06/02/2026 | No | Gurugram, Haryana |
| | Training | Leave : DL | 04/02/2026 | 06/02/2026 | Remark : Without any financial commitment to the Institute. | | | | |
| 1834 1 | Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 84 | 18/11/2025 | 18/11/2025 | No | IISER, Trivandrum |
| | Programme | Leave : OD | 18/11/2025 | 18/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1834 1 | Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 83 | 01/11/2025 | 03/11/2025 | No | Palamur Biosciences Pvt. Ltd. Mahabubnagar, Telangana |
| | Programme | Leave : DL | 01/11/2025 | 03/11/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1834 1 | Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 85 | 20/12/2025 | 20/12/2025 | No | RGCB, Trivandrum |
| | Programme | Leave : OD | 20/12/2025 | 20/12/2025 | Remark : Without any financial commitments to the Institute. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 17

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place | |
|----------|---------------------------|---|-----------|-----------------|---|-------------|------------|---------------|--|--|
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 82 | 25/10/2025 | 25/10/2025 | No | University of Kerala, Kariavattom Campus | |
| | Seminar | Leave : | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 80 | 08/08/2025 | 08/08/2025 | No | Institute of Animal Health & Veterinary Biologicals, Palode | |
| | Programme | Leave : OD 08/08/2025 08/08/2025 | | Remark : | Without any financial commitments to the Institute | | | | | |
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 79 | 26/07/2025 | 27/07/2025 | No | Lambda Therapeutic Research Limited, Ahmedabad | |
| | Programme | Leave : DL 25/07/2025 27/07/2025 | | Remark : | Without any financial commitment to the Institute. | | | | | |
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 78 | 14/07/2025 | 14/07/2025 | No | Vellore Institute of Technology, Vellore | |
| | Workshop | Leave : OD 14/07/2025 15/07/2025 | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 81 | 23/09/2025 | 23/09/2025 | No | School of Biosciences, MG University, Kottayam | |
| | Programme | Leave : OD 23/09/2025 23/09/2025 | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 77 | 04/07/2025 | 06/07/2025 | No | IIBAT, Padappai, Tamil Nadu | |
| | Programme | Leave : DL 04/07/2025 05/07/2025 | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1834 | 1 Sachin J. Shenoy (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 87 | 06/03/2026 | 07/03/2026 | No | Sun Pharma Advanced Research Company Limited, Vadodara | |
| | Programme | Leave : DL 05/03/2026 07/03/2026 | | Remark : | Without any financial commitment to the Institute. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 49 | 04/07/2025 | 04/07/2025 | No | Academic Staff College, CVAS, Thrissur | |
| | Training | Leave : OD 04/07/2025 05/07/2025 | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 46 | 02/06/2025 | 05/06/2025 | Yes | Athens, Greece | |
| | Conference | Leave : OD 02/06/2025 06/06/2025 | | Remark : | Reimbursement of conference related travel / accomodation / registration fee / travel insurance, visa fee / per diem from LRA & financial assistance from the Institutes, as per rules. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 48 | 19/08/2025 | 19/08/2025 | No | Laboratory Animal Medicine Unit, Madhavaram Milk Colony, Chennai | |
| | Training | Leave : OD 18/08/2025 19/08/2025 | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 47 | 16/07/2025 | 16/07/2025 | No | Madhavaram Milk Colony, Chennai | |
| | Training | Leave : OD 16/07/2025 17/07/2025 | | Remark : | Without any financial commitments to the Institute. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 50 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi | |
| | Programme | Leave : PD 03/10/2025 04/10/2025 | | Remark : | TA / DA from Proj.8115 | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 45 | 03/04/2025 | 05/04/2025 | No | ILBS, New Delhi | |
| | Workshop | Leave : OD 02/04/2025 05/04/2025 | | Remark : | Without any financial commitment to the Institute. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 51 | 01/12/2025 | 02/12/2025 | No | CSIR Chandigarh | |
| | Conference | Leave : OD 01/12/2025 02/12/2025 | | Remark : | (i) Reimburse TA, Accommodation, Registration fees from LRA. (ii) Eligible personal leave to be applied for 03.12.2025. | | | | | |
| 1835 | 1 Harikrishnan V. S. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 52 | 05/02/2026 | 07/02/2026 | No | ILBS, New Delhi | |
| | Workshop | Leave : OD 05/02/2026 07/02/2026 | | Remark : | Without any financial commitments to the Institute. | | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 18

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------|-----------------------------------|------------|---------------|---|-------------|------------|---------------|-----------------------------------|
| 1836 | 1 Sabareeswaran A. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 35 | 30/01/2026 | 02/02/2026 | No | St.Albert's College, Ernakulam. |
| | Programme | Leave : OD | 31/01/2026 | 31/01/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1836 | 1 Sabareeswaran A. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 37 | 18/02/2026 | 18/02/2026 | No | BK College for Women, Kottayam |
| | Seminar | Leave : OD | 18/02/2026 | 18/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1836 | 1 Sabareeswaran A. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 34 | 17/11/2025 | 19/11/2025 | No | JNCASR, Bangalore |
| | Training | Leave : DL | 17/11/2025 | 19/11/2025 | Remark : TA, DA expenses from Institute funds. | | | | |
| 1836 | 1 Sabareeswaran A. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 33 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 04/12/2025 | 09/12/2025 | Remark : (i) Reimburse TA, Accommodation registration fees from LRA. (ii) Amended to change the leave details. Leave Details - application no. 28973 Leave from 04.12.2025 to 09.12.2025 | | | | |
| 1836 | 1 Sabareeswaran A. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 36 | 23/02/2026 | 24/02/2026 | No | IIT Madras |
| | Workshop | Leave : OD | 23/02/2026 | 24/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1837 | 1 Sajithlal M. K. | Engineer 'G' | Permanent | BMT GENERAL | 30 | 22/09/2025 | 22/09/2025 | No | CSIR-NIIST, Trivandrum |
| | Programme | Leave : OD | 22/09/2025 | 22/09/2025 | Remark : Reimburse Registration fees from LRA. | | | | |
| 1837 | 1 Sajithlal M. K. | Engineer 'G' | Permanent | BMT GENERAL | 28 | 03/06/2025 | 03/06/2025 | No | Bangalore |
| | Meeting | Leave : DL | 03/06/2025 | 03/06/2025 | Remark : TA,DA from Institute fund | | | | |
| 1837 | 1 Sajithlal M. K. | Engineer 'G' | Permanent | BMT GENERAL | 31 | 27/11/2025 | 30/11/2025 | No | JN TATA Auditorium, Bengaluru |
| | Conference | Leave : OD | 27/11/2025 | 30/11/2025 | Remark : Reimburse TA, Accommodation & Registration fees from LRA. | | | | |
| 1851 | 1 Mahesh P.S. | Sr. Technical Asst. (Is&Ir) | Permanent | HOS GENERAL | 18 | 03/05/2025 | 04/05/2025 | No | Changanassery, Kottayam |
| | Conference | Leave : OD | 02/05/2025 | 03/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 1851 | 1 Mahesh P.S. | Sr. Technical Asst. (Is&Ir) | Permanent | HOS GENERAL | 19 | 20/09/2025 | 21/09/2025 | No | PGIMER Chandigarh |
| | Conference | Leave : OD | 18/09/2025 | 23/09/2025 | Remark : With TA/DA/Registration fee from Institute as per Rules. As per approval LOD period amended | | | | |
| 1854 | 1 Joyi K. | Sr. Technical Asst. (Is&Ir) | Permanent | HOS OBC | 9 | 20/09/2025 | 21/09/2025 | No | Chandigarh |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : TA/DA/ Registration fee from Institute as per Rules | | | | |
| 1855 | 1 Saji Gopinath | Nursing Officer - C | Permanent | HOS GENERAL | 7 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 09/12/2025 | 15/12/2025 | Remark : TA/DA, Regn. Fee as per rules. | | | | |
| 1863 | 1 Thanuja Ushabai | Nursing Officer - C | Permanent | HOS OBC | 4 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No.:PER-ABST/19/2025-NS-SCTIMST. Regn. Fee TA/DA as per rules | | | | |
| 1870 | 1 Anjusha M. | Senior Nursing Officer (Ward) - E | Permanent | HOS GENERAL | 7 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai, Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.File No.:DEPT-REQ/170/2025-R&P-CELL-SCTIMST . Regn. Fee TA/DA as per rules | | | | |
| 1870 | 1 Anjusha M. | Senior Nursing Officer (Ward) - E | Permanent | HOS GENERAL | 8 | 08/01/2026 | 09/01/2026 | No | Chengalpattu ,Tamilnadu |
| | Conference | Leave : OD | 08/01/2026 | 09/01/2026 | Remark : Approved as per file no Dept- REQ/105/2026 R&P cell Reg:fee TA/DA as per rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 19

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|---------------------|---|---|---------------|---------|-------------|------------|---------------|--|
| 1870 1 | Anjusha M. | Senior Nursing Officer (Ward) - E | Permanent | HOS GENERAL | 9 | 25/03/2026 | 25/03/2026 | No | PRS College of Nursing, Paliode, Trivandrum |
| | Workshop | Leave : OD 25/03/2026 25/03/2026 | Remark : As per approval dated 06.04.2026. Without any financial commitment to the Institute. | | | | | | |
| 1898 1 | Sandhya V.S | Sr. Technical Asst. (Is&Ir) | Permanent | HOS SC | 3 | 20/09/2025 | 21/09/2025 | No | Chandigarh |
| | Conference | Leave : OD 18/09/2025 23/09/2025 | Remark : TA/DA/ REgistration fee from Institute as per rules. As per approval LODperiod amended | | | | | | |
| 1904 1 | Sajith S. (Dr.) | Professor | Permanent | HOS GENERAL | 58 | 24/10/2025 | 26/10/2025 | No | Kozhikode |
| | Conference | Leave : OD 23/10/2025 24/10/2025 | Remark : Without any financial commitment to the Institute | | | | | | |
| 1905 1 | Arumugham V. | Junior Scientific Officer (Instrume | Permanent | BMT GENERAL | 37 | 25/06/2025 | 25/06/2025 | No | M/s.Hitech Calibration Services, Chennai |
| | Programme | Leave : DL 24/06/2025 26/06/2025 | Remark : TA, DA, Incidental expenses, if any from Institute Fund | | | | | | |
| 1905 1 | Arumugham V. | Junior Scientific Officer (Instrume | Permanent | BMT GENERAL | 38 | 13/11/2025 | 14/11/2025 | No | FCRI, Palakkad |
| | Training | Leave : DL 12/11/2025 15/11/2025 | Remark : TA, DA, Training fees from the Projected expense for maintaining the Quality Management System (QMS) for Testing and Calibration Services' at BMT Wing for FY 2025-26 | | | | | | |
| 1906 1 | Rekha M. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 30 | 28/01/2026 | 28/01/2026 | No | VITM, NCSM Bangalore |
| | Programme | Leave : DL 28/01/2026 28/01/2026 | Remark : TA, DA from Institute funds. | | | | | | |
| 1906 1 | Rekha M. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 29 | 09/01/2026 | 09/01/2026 | No | CSIR-CGCRI, Kolkata |
| | Programme | Leave : DL 08/01/2026 09/01/2026 | Remark : TA, DA from Institute funds | | | | | | |
| 1906 1 | Rekha M. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 28 | 12/12/2025 | 12/12/2025 | No | Dept. of Biochemistry, University of Kerala |
| | Programme | Leave : OD 12/12/2025 12/12/2025 | Remark : Without any financial commitments to the Institute. | | | | | | |
| 1906 1 | Rekha M. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 25 | 19/06/2025 | 19/06/2025 | No | Dept. of Biochemistry, University of Kerala, Kariyavattom Campus |
| | Meeting | Leave : OD 19/06/2025 19/06/2025 | Remark : Without any financial commitment to the Institute. | | | | | | |
| 1906 1 | Rekha M. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 27 | 13/10/2025 | 17/10/2025 | No | Xavier School of Human Resource Management, Bhubaneswar |
| | Training | Leave : OD 13/10/2025 18/10/2025 | Remark : Without any financial commitments to the Institute. | | | | | | |
| 1906 1 | Rekha M. R. (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 26 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD 03/10/2025 04/10/2025 | Remark : (i) TA / DA from Proj.8115 (ii) Amended to add 04/10/2025 as Leave for Project Duty. | | | | | | |
| 1912 1 | Manju Nair R. (Dr) | Scientist 'E' | Permanent | HOS GENERAL | 42 | 04/02/2026 | 05/02/2026 | No | Thiruvananthapuram |
| | Workshop | Leave : OD 04/02/2026 05/02/2026 | Remark : Without any financial commitment to the Institute | | | | | | |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 103 | 07/01/2026 | 07/01/2026 | No | Govt Grant Medical College Mumbai |
| | Examiner | Leave : OD 07/01/2026 07/01/2026 | Remark : Without any financial commitment to the Institute | | | | | | |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 99 | 29/11/2025 | 29/11/2025 | No | Govt Medical College, Kollam |
| | Conference | Leave : OD 29/11/2025 29/11/2025 | Remark : Without any financial commitment to the Institute | | | | | | |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 102 | 27/12/2025 | 28/12/2025 | No | Bangalore |
| | Examiner | Leave : | Remark : Without any financial commitment to the Institute | | | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 20

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|---|-----------|---------------|---------|-------------|------------|---------------|--|
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 101 | 16/12/2025 | 16/12/2025 | No | Topiwala National govt MC Mumbai |
| | Examiner | Leave : OD 15/12/2025 17/12/2025 OD 18/12/2025 18/12/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 100 | 18/12/2025 | 18/12/2025 | No | Pune, Maharashtra |
| | Examiner | Leave : OD 15/12/2025 17/12/2025 OD 18/12/2025 18/12/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 97 | 07/11/2025 | 09/11/2025 | Yes | Da Nang, Vietnam |
| | Conference | Leave : | | | | | | | Remark : Reimbursement of expenses from LRA and Institute Travel Grant as per Rules |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 93 | 21/04/2025 | 23/04/2025 | No | Govt Medical College, Kottayam & Govt TD Medical College, Alappuzha |
| | Examiner | Leave : OD 21/04/2025 23/04/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 98 | 14/11/2025 | 16/11/2025 | No | NIMHANS Bengaluru |
| | Conference | Leave : OD 15/11/2025 15/11/2025 | | | | | | | Remark : TA/DA/ Registration fee from LRA As per Rules |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 95 | 06/09/2025 | 07/09/2025 | No | Tripura, Agartala |
| | Conference | Leave : OD 06/09/2025 08/09/2025 | | | | | | | Remark : TA/DA/Registration fee from Institute as per Rules |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 96 | 20/09/2025 | 21/09/2025 | No | Kannur |
| | Conference | Leave : OD 20/09/2025 20/09/2025 | | | | | | | Remark : TA/DA/ Registration fee from LRA as per Rules |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 94 | 05/05/2025 | 05/05/2025 | No | PGIMER Chandigarh |
| | Examiner | Leave : OD 05/05/2025 05/05/2025 | | | | | | | Remark : Withut any financial commitment to the Institute |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 92 | 11/04/2025 | 12/04/2025 | No | NIMHANS, Bangalore |
| | Workshop | Leave : OD 11/04/2025 11/04/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1913 1 | Krishnakumar K.(Dr) | Professor | Permanent | HOS GENERAL | 104 | 28/01/2026 | 29/01/2026 | No | Coimbatore Medical College |
| | Examiner | Leave : OD 28/01/2026 29/01/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1931 1 | Shiju V.S. | Purchase & Stores Officer - A | Permanent | HOS GENERAL | 7 | 09/01/2026 | 10/01/2026 | No | AERO,Trivandrum |
| | Programme | Leave : DL 09/01/2026 09/01/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 1931 1 | Shiju V.S. | Purchase & Stores Officer - A | Permanent | HOS GENERAL | 6 | 26/06/2025 | 26/06/2025 | No | New Delhi |
| | Programme | Leave : DL 25/06/2025 27/06/2025 | | | | | | | Remark : TA,DA Registration and other related expenses from Institute as per Rules |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 88 | 13/06/2025 | 13/06/2025 | No | ONLINE |
| | Programme | Leave : OD 13/06/2025 13/06/2025 | | | | | | | Remark : Without any financial commitments to the Institute. |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 87 | 02/06/2025 | 06/06/2025 | No | ICT Mumbai |
| | Workshop | Leave : OD 03/06/2025 04/06/2025 | | | | | | | Remark : Without any financial commitments to the Institute. |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 90 | 08/05/2025 | 10/05/2025 | No | Birla Institute of Technology, Ranchi |
| | Conference | Leave : OD 07/05/2025 09/05/2025 | | | | | | | Remark : Without any financial commitments to the Institute |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 21

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|-------------------|------------|---------------|--|-------------|------------|---------------|--|
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 92 | 14/07/2025 | 14/07/2025 | No | Vellore Institute of Technology, Vellore |
| | Workshop | Leave : OD | 14/07/2025 | 16/07/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 85 | 05/04/2025 | 06/04/2025 | No | IIT Madras |
| | Conference | Leave : OD | 05/04/2025 | 05/04/2025 | Remark : TA from LRA (ii) 06.04.2025-Holiday | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 91 | 14/07/2025 | 14/07/2025 | No | Vellore Institute of Technology, Vellore |
| | Workshop | Leave : OD | 14/07/2025 | 16/07/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 94 | 08/10/2025 | 10/10/2025 | No | CSIR-CCMB, Hyderabad |
| | Conference | Leave : OD | 08/10/2025 | 09/10/2025 | Remark : Reimburse TA from LRA. | | | | |
| | | OD | 10/10/2025 | 10/10/2025 | | | | | |
| | | PD | 11/10/2025 | 11/10/2025 | | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 105 | 03/11/2025 | 05/11/2025 | No | Bharat Mandapam, New Delhi |
| | Programme | Leave : DL | 03/11/2025 | 06/11/2025 | Remark : Reimburse TA / DA from Institute Funds. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 96 | 24/11/2025 | 25/11/2025 | No | National Institute of Pharmaceutical Education and Research (NIPER), Ahmedabad |
| | Programme | Leave : PD | 24/11/2025 | 26/11/2025 | Remark : Reimburse TA and DA from Proj. 8115. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 98 | 03/12/2025 | 05/12/2025 | No | University of Kerala, Kariavattom |
| | Conference | Leave : OD | 03/12/2025 | 03/12/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | OD | 04/12/2025 | 07/12/2025 | | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 99 | 10/12/2025 | 13/12/2025 | No | Virtual mode |
| | Programme | Leave : | | | Remark : (i) Without any financial commitments to the Institute. (ii) Permission granted subject to availing personal eligible leave on 10.12.2025 (1/2 day - FN) | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 100 | 18/12/2025 | 18/12/2025 | No | RGCB, Thiruvananthapuram |
| | Programme | Leave : | | | Remark : (i) Without any financial commitments to the Institute. (ii) Permission granted subject to availing personal eligible leave on 18.12.2025. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 101 | 10/10/2025 | 11/10/2025 | No | The Lalit Ashok, Bengaluru |
| | Conference | Leave : OD | 08/10/2025 | 09/10/2025 | Remark : Reimburse TA from Proj.8255. | | | | |
| | | OD | 10/10/2025 | 10/10/2025 | | | | | |
| | | PD | 11/10/2025 | 11/10/2025 | | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 97 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 03/12/2025 | 03/12/2025 | Remark : Reimburse TA & Registration fee from LRA. | | | | |
| | | OD | 04/12/2025 | 07/12/2025 | | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 102 | 21/01/2026 | 23/01/2026 | No | Goa |
| | Conference | Leave : OD | 22/01/2026 | 23/01/2026 | Remark : (i) Without any financial commitments to the Institute. (ii) Amended to change the period of LOD. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 106 | 31/03/2026 | 31/03/2026 | No | Institute of Advanced Virology, Thiruvananthapuram |
| | Programme | Leave : OD | 31/03/2026 | 31/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 22

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|-------------------|------------|---------------|--|-------------|------------|---------------|--|
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 104 | 13/03/2026 | 13/03/2026 | No | NIPER Ahmedabad, Gandhinagar |
| | Programme | Leave : OD | 13/03/2026 | 13/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 103 | 14/02/2026 | 14/02/2026 | No | ONLINE |
| | Programme | Leave : OD | 14/02/2026 | 14/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 89 | 22/05/2025 | 24/05/2025 | No | IIT Ropar , Chandigarh |
| | Conference | Leave : OD | 22/05/2025 | 23/05/2025 | Remark : TA from LRA | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 93 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 02/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 1970 1 | Anil Kumar P. R.(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 95 | 09/10/2025 | 10/10/2025 | No | Indian Institute of Science, Bengaluru |
| | Programme | Leave : OD | 08/10/2025 | 09/10/2025 | Remark : Reimburse TA from LRA. | | | | |
| | | OD | 10/10/2025 | 10/10/2025 | | | | | |
| | | PD | 11/10/2025 | 11/10/2025 | | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 51 | 28/07/2025 | 01/08/2025 | No | NABL, Bangalore |
| | Training | Leave : DL | 28/07/2025 | 02/08/2025 | Remark : TA / DA from the allocated budget of Quality Cell for FY 2025-26 | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 52 | 29/05/2025 | 30/05/2025 | No | Hyderabad |
| | Meeting | Leave : PD | 30/05/2025 | 30/05/2025 | Remark : Reimburse TA/DA expenses from proj. 8252, as and when funds are available. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 53 | 16/08/2025 | 17/08/2025 | No | LIVEON Biolabs Pvt. Ltd., Karnataka |
| | Programme | Leave : OD | 16/08/2025 | 16/08/2025 | Remark : (i) Without any financial commitments to the Institute. (ii) 17.08.2025 (Sunday-Holiday) | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 55 | 01/11/2025 | 02/11/2025 | No | Tata Medical Centre, Kolkata |
| | Conference | Leave : OD | 31/10/2025 | 03/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 54 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 01/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| | | OD | 04/10/2025 | 06/10/2025 | | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 56 | 04/10/2025 | 05/10/2025 | No | Bioneds India Pvt. Ltd., Karnataka |
| | Programme | Leave : PD | 01/10/2025 | 03/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | OD | 04/10/2025 | 06/10/2025 | | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 50 | 26/06/2025 | 26/06/2025 | No | New Delhi |
| | Programme | Leave : DL | 25/06/2025 | 27/06/2025 | Remark : TA, DA, Registration Fees from Institute funds. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 57 | 09/10/2025 | 10/10/2025 | No | The Leela, Kovalam, Trivandrum |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 61 | 05/02/2026 | 06/02/2026 | No | Gurugram, Haryana. |
| | Programme | Leave : DL | 04/02/2026 | 07/02/2026 | Remark : Without any financial commitment to the Institute. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 23

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------|----------------------------------|------------|---------------|--|-------------|------------|---------------|--|
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 58 | 07/12/2025 | 08/12/2025 | No | Toxgene AR Biolabs Pvt. Ltd. Chittoor, Andhra Pradesh |
| | Programme | Leave : DL | 06/12/2025 | 09/12/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 59 | 03/12/2025 | 05/12/2025 | No | Dept. of Biotechnology, University of Kerala |
| | Conference | Leave : OD | 04/12/2025 | 04/12/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| | | DL | 06/12/2025 | 09/12/2025 | | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 60 | 27/11/2025 | 28/11/2025 | No | University of Kerala |
| | Conference | Leave : OD | 28/11/2025 | 28/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 62 | 22/01/2026 | 22/01/2026 | No | M/s.Synaptocore Technology, New Delhi |
| | Programme | Leave : PD | 22/01/2026 | 23/01/2026 | Remark : Reimburse TA, DA from TRC Proj.8115. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 65 | 30/03/2026 | 30/03/2026 | No | New Delhi |
| | Programme | Leave : OD | 30/03/2026 | 31/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 64 | 28/03/2026 | 29/03/2026 | No | Bioneds India Pvt. Ltd., Bengaluru |
| | Programme | Leave : OD | 30/03/2026 | 31/03/2026 | Remark : Without any financial commitment to the Institute. | | | | |
| 1971 1 | Anugya Bhatt (Dr) | Scientist 'G' | Permanent | BMT GENERAL | 63 | 12/02/2026 | 14/02/2026 | No | Palamur Biosciences Pvt. Ltd., Mahabubnagar, Telangana |
| | Programme | Leave : DL | 11/02/2026 | 13/02/2026 | Remark : Without any financial commitment to the Institute. | | | | |
| 1977 1 | Sreekumar B. | Junior Engineer (Electrical) - A | Permanent | HOS GENERAL | 2 | 01/11/2025 | 01/11/2025 | No | M/s Leela Electric, Pampakuda, Ernakulam |
| | Field Visit | Leave : DL | 01/11/2025 | 01/11/2025 | Remark : Eligible TA/DA from Institute as per Rules | | | | |
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 52 | 11/07/2025 | 11/07/2025 | No | CAT Ernakulam |
| | Programme | Leave : DL | 11/07/2025 | 11/07/2025 | Remark : TA/DA actual from Institute | | | | |
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 56 | 18/01/2026 | 18/01/2026 | No | Ernakulam |
| | Meeting | Leave : DL | 18/01/2026 | 18/01/2026 | Remark : Assigned duty on 17/01/2026 at 5.30 pm and handed over the document son 18/01/26 to ISC. Approval of CA, eligible for TA/DA for 17.01.26 to 18/01/26 from Institute as per rules | | | | |
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 50 | 16/06/2025 | 19/06/2025 | No | CAT, Ernakulam |
| | Programme | Leave : DL | 16/06/2025 | 17/06/2025 | Remark : TA/DA actual from Institute | | | | |
| | | DL | 18/06/2025 | 19/06/2025 | | | | | |
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 55 | 04/12/2025 | 04/12/2025 | No | Ernakulam |
| | Meeting | Leave : DL | 04/12/2025 | 04/12/2025 | Remark : Instructed to collect the documents from D/o on 03.12.2025 after duty hours, As per approval of CA, eligible for TA for 03.12.2025 and TA/DA for 04.12.2025 from Institute as per rules. | | | | |
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 54 | 22/09/2025 | 26/09/2025 | No | Ernakulam |
| | Programme | Leave : DL | 22/09/2025 | 23/09/2025 | Remark : TA/DA from Institute as pr Rules | | | | |
| | | DL | 26/09/2025 | 27/09/2025 | | | | | |
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 51 | 30/06/2025 | 30/06/2025 | No | CAT, Ernakulam |
| | Programme | Leave : DL | 30/06/2025 | 01/07/2025 | Remark : TA/DA actual from Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 24

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------|---|-----------|---------------|---------|-------------|------------|---------------|---|
| 1996 1 | Ajith V.L. | Office Attendant - C | Permanent | HOS GENERAL | 53 | 02/08/2025 | 16/08/2025 | No | CAT Ernakulam |
| | Programme | Leave : DL 02/08/2025 02/08/2025 DL 07/08/2025 07/08/2025 DL 16/08/2025 16/08/2025 | | | | | | | Remark : TA/DA from Institute as pr Rules |
| 2014 1 | Biju V. | Lab. Animal Caretaker - B | Permanent | BMT GENERAL | 4 | 21/07/2025 | 22/07/2025 | No | TANUVAS - Regional Research Education Centre, Pudukkottai, Tamil Nadu |
| | Programme | Leave : DL 21/07/2025 22/07/2025 | | | | | | | Remark : DA from Institute funds. |
| 2021 1 | Bijulal S. (Dr) | Professor | Permanent | HOS GENERAL | 22 | 02/05/2025 | 04/05/2025 | No | Kozhikode |
| | Conference | Leave : | | | | | | | Remark : Without any financial commitment to the Institute |
| 2021 1 | Bijulal S. (Dr) | Professor | Permanent | HOS GENERAL | 23 | 16/11/2025 | 18/11/2025 | Yes | London, UK |
| | Conference | Leave : OD 15/11/2025 19/11/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2032 1 | Srinivasan K. (Dr) | Professor | Permanent | HOS GENERAL | 62 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL 03/10/2025 03/10/2025 | | | | | | | Remark : TA/DA from the TRC Project 8115 as pe Rules |
| 2032 1 | Srinivasan K. (Dr) | Professor | Permanent | HOS GENERAL | 64 | 26/02/2026 | 26/02/2026 | No | Mumbai |
| | Meeting | Leave : OD 25/02/2026 26/02/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2032 1 | Srinivasan K. (Dr) | Professor | Permanent | HOS GENERAL | 63 | 17/11/2025 | 17/11/2025 | No | TISS Mumbai |
| | Meeting | Leave : OD 17/11/2025 18/11/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2032 1 | Srinivasan K. (Dr) | Professor | Permanent | HOS GENERAL | 61 | 14/08/2025 | 14/08/2025 | No | TISS Mumbai |
| | Meeting | Leave : OD 13/08/2025 14/08/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 57 | 19/03/2026 | 22/03/2026 | No | Delhi |
| | Conference | Leave : OD 19/03/2026 20/03/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 55 | 24/01/2026 | 25/01/2026 | No | Govt Medical College, Kozhikode |
| | Conference | Leave : OD 23/01/2026 23/01/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 54 | 27/02/2026 | 01/03/2026 | No | Kumarakom Kottayam |
| | Conference | Leave : OD 27/02/2026 27/02/2026 | | | | | | | Remark : without any financial commitment to the Institute. |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 53 | 17/01/2026 | 17/01/2026 | No | Govt Medical College Kottayam |
| | Examiner | Leave : OD 17/01/2026 17/01/2026 | | | | | | | Remark : Without any financial commitment to the Institue |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 52 | 19/12/2025 | 20/12/2025 | No | AIIMS New Delhi |
| | Workshop | Leave : OD 20/12/2025 20/12/2025 | | | | | | | Remark : without any financial commitment to the Institute |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 51 | 10/11/2025 | 10/11/2025 | No | AIIMS New Delhi |
| | Examiner | Leave : OD 10/11/2025 10/11/2025 | | | | | | | Remark : Without any financial commitment to the Institute |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 25

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|-------------------|-------------------|-------------------|--|-------------|------------|---------------|------------------------------|
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 49 | 29/10/2025 | 02/11/2025 | No | KASHI, Varanasi |
| | Conference | Leave : OD | 31/10/2025 | 01/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 58 | 16/02/2026 | 16/02/2026 | No | Rajasthan |
| | Examiner | Leave : OD | 16/02/2026 | 17/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2036 1 | Syam K.(Dr) | Professor | Permanent | HOS GENERAL | 50 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL | 03/10/2025 | 03/10/2025 | Remark : TA/DA from the TRC Project 8115 as pe Rules | | | | |
| 2041 1 | Ashalatha R.(Dr) | Professor | Permanent | HOS GENERAL | 104 | 17/09/2025 | 20/09/2025 | No | New Delhi |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2041 1 | Ashalatha R.(Dr) | Professor | Permanent | HOS GENERAL | 103 | 30/08/2025 | 03/09/2025 | Yes | Lisbon, Portugal |
| | Conference | Leave : OD | 28/08/2025 | 04/09/2025 | Remark : Reimbursement of expenses from Intistute Travel Grant as per rules | | | | |
| 2041 1 | Ashalatha R.(Dr) | Professor | Permanent | HOS GENERAL | 106 | 29/11/2025 | 30/11/2025 | No | Hyderabad |
| | Workshop | Leave : OD | 29/11/2025 | 29/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2041 1 | Ashalatha R.(Dr) | Professor | Permanent | HOS GENERAL | 102 | 30/04/2025 | 30/04/2025 | No | Govt Medical Collge Kottayam |
| | Examiner | Leave : OD | 30/04/2025 | 30/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2041 1 | Ashalatha R.(Dr) | Professor | Permanent | HOS GENERAL | 105 | 20/08/2025 | 24/08/2025 | No | Chennai |
| | Conference | Leave : OD | 20/08/2025 | 22/08/2025 | Remark : Without any financial commitment tothe Institute | | | | |
| 2041 1 | Ashalatha R.(Dr) | Professor | Permanent | HOS GENERAL | 107 | 27/02/2026 | 01/03/2026 | No | Lucknow, UP |
| | Conference | Leave : OD | 02/03/2026 | 02/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2052 1 | Vivek V. Pillai (Dr.) | Professor | Permanent | HOS GENERAL | 35 | 13/06/2025 | 14/06/2025 | No | Madurai |
| | Conference | Leave : OD | 12/06/2025 | 13/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2052 1 | Vivek V. Pillai (Dr.) | Professor | Permanent | HOS GENERAL | 36 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL | 03/10/2025 | 03/10/2025 | Remark : TA/DA from the TRC Project 8115 as per Rules | | | | |
| 2052 1 | Vivek V. Pillai (Dr.) | Professor | Permanent | HOS GENERAL | 34 | 05/04/2025 | 06/04/2025 | No | Kochi |
| | Conference | Leave : OD | 04/04/2025 | 05/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2052 1 | Vivek V. Pillai (Dr.) | Professor | Permanent | HOS GENERAL | 37 | 04/12/2025 | 06/12/2025 | No | Sri Jayadeva Institute |
| | Examiner | Leave : OD | 03/12/2025 | 06/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2052 1 | Vivek V. Pillai (Dr.) | Professor | Permanent | HOS GENERAL | 38 | 26/02/2026 | 01/03/2026 | No | Mumbai |
| | Conference | Leave : OD | 26/02/2026 | 27/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2054 1 | Sandhya C. G. | Engineer 'G' | Permanent | BMT GENERAL | 26 | 18/10/2025 | 19/10/2025 | No | St.Thomas Hospital, Kottayam |
| | Conference | Leave : OD | 18/10/2025 | 18/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 26

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------------|-------------------------------------|------------|---------------|---|-------------|------------|---------------|--|
| 2054 | 1 Sandhya C. G. | Engineer 'G' | Permanent | BMT GENERAL | 27 | 06/11/2025 | 08/11/2025 | No | Vellore Institute of Technology, Vellore, Tamil Nadu |
| | Conference | Leave : OD | 05/11/2025 | 07/11/2025 | Remark : Reimburse TA, Accommodation & Registration fees from LRA. | | | | |
| 2054 | 1 Sandhya C. G. | Engineer 'G' | Permanent | BMT GENERAL | 28 | 21/11/2025 | 22/11/2025 | No | KIIT, Bhubaneswar |
| | Programme | Leave : OD | 20/11/2025 | 21/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2056 | 1 Varghese T.Panicker (Dr.) | Professor | Permanent | HOS GENERAL | 19 | 08/09/2025 | 09/09/2025 | No | NIMHANS Bengaluru |
| | Workshop | Leave : DL | 08/09/2025 | 09/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2056 | 1 Varghese T.Panicker (Dr.) | Professor | Permanent | HOS GENERAL | 20 | 26/02/2026 | 01/03/2026 | No | Mumbai |
| | Conference | Leave : OD | 25/02/2026 | 27/02/2026 | Remark : Registration fee from LRA as per rules | | | | |
| 2058 | 1 Joji Jose P. | Nursing Officer - C | Permanent | HOS GENERAL | 1 | 17/02/2026 | 21/02/2026 | No | JIPMER, PUDUCHERRY |
| | Workshop | Leave : OD | 17/02/2026 | 21/02/2026 | Remark : Permitted to attend the workshop at JIPMER, Puducherry from 17.02.2026 to 21.02.2026 without detriment to the duties and responsibilities and without financial commitment to the Institute as per approval dated 08.01.2026. | | | | |
| 2061 | 1 Vipin C.G. | Chief Accounts Officer-A | Permanent | HOS GENERAL | 6 | 05/06/2025 | 05/06/2025 | No | Special court (SPE/CBI), Thiruvananthapuram |
| | Programme | Leave : DL | 05/06/2025 | 05/06/2025 | Remark : Approval of the Director dtd 29.05.2025. Without any financial commitment to the Institute | | | | |
| 2061 | 1 Vipin C.G. | Chief Accounts Officer-A | Permanent | HOS GENERAL | 7 | 24/09/2025 | 24/09/2025 | No | Special Court (SPE/CBI) Thiruvananthapuram |
| | Meeting | Leave : DL | 24/09/2025 | 24/09/2025 | Remark : Approval of the CA dtd 30.09.2025, DL sanctioned without any financial commitment to the Institute | | | | |
| 2061 | 1 Vipin C.G. | Chief Accounts Officer-A | Permanent | HOS GENERAL | 8 | 16/10/2025 | 16/10/2025 | No | special Court (SPE/CBI) TVPM |
| | Meeting | Leave : DL | 16/10/2025 | 16/10/2025 | Remark : Summons from SPE/CBI TVM and approval of Director dtd 14.10.2025 | | | | |
| 2063 | 1 Kavita Raja (Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 66 | 04/04/2025 | 05/04/2025 | No | Govt Medical College, Kozhikode |
| | Conference | Leave : OD | 04/04/2025 | 05/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2063 | 1 Kavita Raja (Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 67 | 19/08/2025 | 20/08/2025 | No | Hyderabad |
| | Conference | Leave : OD | 18/08/2025 | 21/08/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2063 | 1 Kavita Raja (Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 68 | 15/11/2025 | 15/11/2025 | No | Palakkad |
| | Conference | Leave : OD | 15/11/2025 | 15/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2063 | 1 Kavita Raja (Dr.) | Professor Senior Grade | Permanent | HOS GENERAL | 69 | 06/02/2026 | 06/02/2026 | No | Thiruvananthapuram |
| | Meeting | Leave : OD | 06/02/2026 | 06/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2067 | 1 Abija V.S. | Nursing Officer - C | Permanent | HOS GENERAL | 1 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai, Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No. DEPT-REQ0GEN/213/2025-R&P-CELL-SCTIMST. Regn. Fee TA/DA as per rules | | | | |
| 2115 | 1 Chithra T.S. | Asst. Administrative Officer (Acad) | Permanent | HOS SC | 6 | 29/12/2025 | 29/12/2025 | No | Govt. Women's Poly Technic, Kalamassery |
| | Meeting | Leave : DL | 29/12/2025 | 29/12/2025 | Remark : As per Director's Approval dtd 18.12.2025 TA,DA etc. from Institute as per Rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 27

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------|--------------------------------------|-------------------|-------------------|--|-------------|------------|---------------|--|
| 2115 | 1 Chithra T.S. | Asst. Administrative Officer (Acad) | Permanent | HOS SC | 5 | 17/09/2025 | 19/09/2025 | No | National Archives of India, Janpath, New Delhi |
| | Training | Leave : DL | 16/09/2025 | 20/09/2025 | Remark : As per Director's Approval dtd 27.05.2025 TA,DA, Registration fee from Institute as per Rules | | | | |
| 2120 | 1 Vidya K.S. | Sr. Accounts Officer - A | Permanent | HOS GENERAL | 3 | 24/09/2025 | 24/09/2025 | No | Sepcial Court (SPE/CBI) Thiruvananthapuram |
| | Meeting | Leave : DL | 24/09/2025 | 24/09/2025 | Remark : Approval of the CA dtd 30.09.2025, DL sanctioned without any financial commitment to the Institute | | | | |
| 2122 | 1 Rajkrishna Rajan | Engineer 'G' | Permanent | BMT GENERAL | 32 | 21/10/2025 | 21/10/2025 | No | Mahaguru Institute of Technology, Kayamkulam |
| | Programme | Leave : OD | 21/10/2025 | 21/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2122 | 1 Rajkrishna Rajan | Engineer 'G' | Permanent | BMT GENERAL | 31 | 16/04/2025 | 16/04/2025 | No | Neyyattinkara, Trivandrum |
| | Workshop | Leave : OD | 16/04/2025 | 16/04/2025 | Remark : Without any financial commitement to the institute | | | | |
| 2122 | 1 Rajkrishna Rajan | Engineer 'G' | Permanent | BMT GENERAL | 34 | 26/02/2026 | 26/02/2026 | No | SNDP Yogam College, Konni |
| | Seminar | Leave : OD | 26/02/2026 | 26/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2122 | 1 Rajkrishna Rajan | Engineer 'G' | Permanent | BMT GENERAL | 33 | 07/02/2026 | 07/02/2026 | No | Govt. Medical College, Kottayam. |
| | Conference | Leave : OD | 06/02/2026 | 07/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2143 | 1 Sreedevi L. | Asst. Administrative Officer - A | Permanent | HOS GENERAL | 3 | 29/12/2025 | 29/12/2025 | No | Govt. Women's Poly Technic, Kalamassery |
| | Meeting | Leave : DL | 29/12/2025 | 29/12/2025 | Remark : As per Director's Approval dtd 18.12.2025, TA,DA etc. from Institute as per Rules | | | | |
| 2147 | 1 Nishad K.V.(Dr) | Sr. Scientific Asst. (Instruments) | Permanent | BMT OBC | 6 | 15/10/2025 | 17/10/2025 | No | NIT Calicut |
| | Programme | Leave : PD | 14/10/2025 | 18/10/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 2149 | 1 Rajesh R.P. | Jr. Scientific Officer (Instruments) | Permanent | BMT SC | 57 | 03/10/2025 | 03/10/2025 | No | M/s. Fluid Control Research Institute (FCRI), Palakkad |
| | Programme | Leave : DL | 03/10/2025 | 04/10/2025 | Remark : TA / DA and other expenses as per the budget. | | | | |
| 2149 | 1 Rajesh R.P. | Jr. Scientific Officer (Instruments) | Permanent | BMT SC | 58 | 26/11/2025 | 26/11/2025 | No | M/s. Fluid Control Research Institute (FCRI), Palakkad |
| | Programme | Leave : DL | 26/11/2025 | 27/11/2025 | Remark : TA / DA and other expenses as per the budget from Institute funds. | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 1 | 17/10/2025 | 17/10/2025 | No | Ernakulam |
| | Meeting | Leave : DL | 17/10/2025 | 17/10/2025 | Remark : TA/DA as per Institute Rules | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 2 | 01/11/2025 | 01/11/2025 | No | Ernakulam |
| | Programme | Leave : DL | 01/11/2025 | 01/11/2025 | Remark : TA/DA as per Institute Rules | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 3 | 03/12/2025 | 03/12/2025 | No | Chennai High Court |
| | Meeting | Leave : DL | 03/12/2025 | 04/12/2025 | Remark : TA/DA from Institute as per Institute Rules | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 4 | 17/12/2025 | 17/12/2025 | No | Ernakulam |
| | Meeting | Leave : DL | 17/12/2025 | 17/12/2025 | Remark : TA/DA from Institute as per rules | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 5 | 09/01/2026 | 09/01/2026 | No | Ernakulam |
| | Meeting | Leave : DL | 09/01/2026 | 09/01/2026 | Remark : TA/DA from Institute as per rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 28

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|----------------------------|-------------------------|------------|---------------|---|-------------|------------|---------------|--|
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 7 | 14/03/2026 | 14/03/2026 | No | Ernakulam |
| | Programme | Leave : DL | 14/03/2026 | 14/03/2026 | Remark : TA/DA/ from Institute as per Rules | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 8 | 27/03/2026 | 27/03/2026 | No | Ernakulam |
| | Programme | Leave : DL | 27/03/2026 | 27/03/2026 | Remark : TA/DA/from Institute as per Rules | | | | |
| 2158 | 1 Sunilkumar D | Executive Assistant - B | Permanent | HOS GENERAL | 6 | 31/01/2026 | 31/01/2026 | No | Ernakulam |
| | Meeting | Leave : DL | 31/01/2026 | 31/01/2026 | Remark : TA/DA from Institute as per Rules | | | | |
| 2159 | 1 Dimple Gopi (Dr) | Lib-Cum-Doc. Officer--B | Permanent | BMT OBC | 4 | 18/03/2026 | 19/03/2026 | No | DST, New Delhi |
| | Programme | Leave : DL | 18/03/2026 | 20/03/2026 | Remark : TA / DA from Institute funds. | | | | |
| 2159 | 1 Dimple Gopi (Dr) | Lib-Cum-Doc. Officer--B | Permanent | BMT OBC | 3 | 15/12/2025 | 15/12/2025 | No | Pragati Conference Hall, O/o Chief Postmaster General, PMG Jn., Trivandrum |
| | Programme | Leave : DL | 15/12/2025 | 15/12/2025 | Remark : TA from Institute funds. | | | | |
| 2159 | 1 Dimple Gopi (Dr) | Lib-Cum-Doc. Officer--B | Permanent | BMT OBC | 2 | 17/11/2025 | 19/11/2025 | No | Sri Venkiteswara University, Tirupati, Andhra Pradesh |
| | Conference | Leave : OD | 15/11/2025 | 21/11/2025 | Remark : TA, DA & Registration fees from Institute funds. | | | | |
| 2159 | 1 Dimple Gopi (Dr) | Lib-Cum-Doc. Officer--B | Permanent | BMT OBC | 5 | 10/03/2026 | 10/03/2026 | No | Chief Postmaster General, Kerala Circle, PMG Junction, Thiruvananthapuram. |
| | Programme | Leave : DL | 10/03/2026 | 10/03/2026 | Remark : Reimburse, TA / DA / Registration fees, if any from Institute funds. | | | | |
| 2175 | 1 Sylaja P.N.(Dr) | Professor | Permanent | HOS GENERAL | 106 | 02/05/2025 | 03/05/2025 | No | PGIMER Chandigarh |
| | Examiner | Leave : OD | 02/05/2025 | 03/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2175 | 1 Sylaja P.N.(Dr) | Professor | Permanent | HOS GENERAL | 107 | 24/04/2025 | 24/04/2025 | No | Govt Medical College Kozhikode |
| | Examiner | Leave : OD | 23/04/2025 | 24/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2179 | 1 Prathyush M. | Foreman (Tool Room) | Permanent | BMT OBC | 2 | 15/10/2025 | 17/10/2025 | No | NIT Calicut |
| | Programme | Leave : PD | 14/10/2025 | 18/10/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 2180 | 1 Ravi Prasad Varma P.(Dr) | Professor | Permanent | HOS GENERAL | 70 | 03/06/2025 | 05/06/2025 | No | Thrissur |
| | Workshop | Leave : OD | 03/06/2025 | 06/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2180 | 1 Ravi Prasad Varma P.(Dr) | Professor | Permanent | HOS GENERAL | 71 | 29/07/2025 | 30/07/2025 | No | KS H Medical Academy Mangalore |
| | Meeting | Leave : OD | 29/07/2025 | 30/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2180 | 1 Ravi Prasad Varma P.(Dr) | Professor | Permanent | HOS GENERAL | 72 | 08/03/2026 | 09/03/2026 | No | Marian College Idukki |
| | Seminar | Leave : OD | 09/03/2026 | 10/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2189 | 1 Bismi R. | Nursing Officer - C | Permanent | HOS OBC | 4 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No. DEPT-RPC/6/2025-NS-SCTIMST. Regn. Fee TA/DA as per rules | | | | |
| 2194 | 1 Smita V.(Dr) | Professor | Permanent | HOS GENERAL | 21 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL | 03/10/2025 | 04/10/2025 | Remark : TA/DA from the TRC Project 8115 as per Rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 29

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|---------------------------|----------------------------------|------------|---------------|---|-------------|------------|---------------|------------------------|
| 2194 | 1 Smita V.(Dr) | Professor | Permanent | HOS GENERAL | 23 | 05/02/2026 | 05/02/2026 | No | CMC Vellore |
| | Examiner | Leave : OD | 04/02/2026 | 05/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2194 | 1 Smita V.(Dr) | Professor | Permanent | HOS GENERAL | 22 | 23/01/2026 | 26/01/2026 | No | AIIMS Nagpur |
| | Conference | Leave : OD | 22/01/2026 | 23/01/2026 | Remark : TA/DA/Registration fee from Institute as per rules | | | | |
| 2197 | 1 Sindhu M.S. | Sr. Technical Asst. (Transfusion | Permanent | HOS GENERAL | 5 | 28/11/2025 | 30/11/2025 | No | Jaipur |
| | Conference | Leave : OD | 27/11/2025 | 01/12/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 78 | 27/10/2025 | 29/10/2025 | No | IISc Bangalore |
| | Meeting | Leave : OD | 27/10/2025 | 28/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| | | OD | 30/10/2025 | 02/11/2025 | | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 79 | 15/11/2025 | 16/11/2025 | No | Kolkata |
| | Conference | Leave : OD | 14/11/2025 | 15/11/2025 | Remark : without any financial commitment to the Instiute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 76 | 21/08/2025 | 24/08/2025 | No | Chennai |
| | Conference | Leave : OD | 21/08/2025 | 22/08/2025 | Remark : Without any financial commitment tothe Institute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 77 | 16/09/2025 | 20/09/2025 | No | New Delhi |
| | Conference | Leave : OD | 20/09/2025 | 20/09/2025 | Remark : Without any financial commitment tothe Institute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 72 | 26/05/2025 | 29/05/2025 | Yes | Kuala Lumpur, Malaysia |
| | Workshop | Leave : OD | 26/05/2025 | 30/05/2025 | Remark : TA/DA/Registration fee from LRA as per Rules | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 83 | 13/03/2026 | 13/03/2026 | No | Kochi |
| | Conference | Leave : OD | 13/03/2026 | 13/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 75 | 30/08/2025 | 03/09/2025 | Yes | Lisbon, Portugal |
| | Conference | Leave : | | | Remark : Reimbursement of expenses from Institute Financial support for attending International Conference abroad as per rules | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 82 | 29/12/2025 | 30/12/2025 | No | Bangalore |
| | Examiner | Leave : | | | Remark : Without any financial commitment to the Institute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 81 | 29/11/2025 | 29/11/2025 | No | Bengaluru |
| | Conference | Leave : OD | 29/11/2025 | 29/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 84 | 28/03/2026 | 29/03/2026 | No | Pune |
| | Programme | Leave : OD | 27/03/2026 | 27/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2198 | 1 Ramshekhar N. Menon(Dr) | Professor | Permanent | HOS GENERAL | 80 | 29/10/2025 | 02/11/2025 | No | Kashi |
| | Conference | Leave : OD | 27/10/2025 | 28/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| | | OD | 30/10/2025 | 02/11/2025 | | | | | |
| 2201 | 1 Smitha M. | Sr. Scientific Asst. (Lab) | Permanent | HOS GENERAL | 1 | 05/02/2026 | 06/02/2026 | No | Thiruvananthapuram |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 30

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|------------------------|-------------------|------------|---------------|---------|--|------------|---------------|--|
| | Meeting | Leave : OD | 05/02/2026 | 06/02/2026 | | Remark : as per approval of CA, Without any financial commitment to the Institute | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 66 | 26/06/2025 | 26/06/2025 | No | Bharat Mandapam, New Delhi |
| | Programme | Leave : DL | 25/06/2025 | 27/06/2025 | | Remark : TA, DA, Registration Fees from Institute funds. | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 69 | 10/10/2025 | 11/10/2025 | No | NIT Calicut |
| | Conference | Leave : PD | 08/10/2025 | 10/10/2025 | | Remark : Reimburse TA / DA / Registration Fees from Proj.8217, as and when funds are available. | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 70 | 29/10/2025 | 01/11/2025 | No | Uday Samudra, Kovalam, Thiruvananthapuram |
| | Conference | Leave : PD | 29/10/2025 | 01/11/2025 | | Remark : Reimburse TA / DA / Registration Fees from Proj.8217, as and when funds are available. | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 67 | 05/07/2025 | 09/07/2025 | No | DA-IICT, Gandhinagar |
| | Workshop | Leave : PD | 04/07/2025 | 09/07/2025 | | Remark : (i) Reimbursement of TA,DA, Regn. fees from proj.8217,as and when funds are available. (ii) Amended to change the dates & to add Regn. fees for reimbursement. | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 68 | 09/09/2025 | 14/09/2025 | No | International Centre, Goa |
| | Workshop | Leave : OD | 08/09/2025 | 12/09/2025 | | Remark : (i) Reimburse TA from LRA. (ii) 13.09.2025 & 14.09.2025 - Suffix (Holidays). | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 65 | 29/05/2025 | 29/05/0025 | No | NIMHANS, Bengaluru |
| | Symposium | Leave : | | | | Remark : TA/DA From LRA | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 72 | 27/01/2026 | 28/01/2026 | No | University of Calicut |
| | Programme | Leave : OD | 27/01/2026 | 28/01/2026 | | Remark : Without any financial commitments to the Institute. | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 73 | 18/03/2026 | 19/03/2026 | No | New Delhi |
| | Programme | Leave : DL | 18/03/2026 | 19/03/2026 | | Remark : TA / DA from Institute funds | | | |
| 2211 1 | Kamalesh K. Gulia(Dr.) | Scientist 'G' | Permanent | BMT GENERAL | 71 | 08/01/2026 | 08/01/2026 | No | Govt. Ayurveda College, Thiruvananthapuram |
| | Programme | Leave : OD | 08/01/2026 | 08/01/2026 | | Remark : Without any financial commitments to the Institute. | | | |
| 2216 1 | Abhilash S.P.(Dr.) | Professor | Permanent | HOS GENERAL | 30 | 02/05/2025 | 04/05/2025 | No | Kozhikode |
| | Conference | Leave : OD | 02/05/2025 | 03/05/2025 | | Remark : Without any financial commitment to the Institute | | | |
| 2216 1 | Abhilash S.P.(Dr.) | Professor | Permanent | HOS GENERAL | 31 | 05/07/2025 | 06/07/2025 | No | Kozhikode |
| | Conference | Leave : OD | 05/07/2025 | 05/07/2025 | | Remark : Without any financial commitment to the Institute | | | |
| 2216 1 | Abhilash S.P.(Dr.) | Professor | Permanent | HOS GENERAL | 29 | 19/04/2025 | 19/04/2025 | No | Nagpur |
| | Programme | Leave : OD | 19/04/2025 | 19/04/2025 | | Remark : Without any financial commitment to the Institute | | | |
| 2219 1 | Remya N.S. (Dr.) | Scientist 'E' | Permanent | BMT GENERAL | 10 | 09/10/2025 | 10/10/2025 | No | Kovalam, Trivandrum |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | | Remark : Reimburse Registration fee from LRA. | | | |
| 2229 1 | Jissa V.T(Dr) | Scientist 'D' | Permanent | HOS GENERAL | 33 | 14/11/2025 | 16/11/2025 | Yes | Colombo Srilanka |
| | Workshop | Leave : OD | 13/11/2025 | 17/11/2025 | | Remark : Without any financial commitment to the Institute | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 31

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------------|---|--|---------------|---------|-------------|------------|---------------|---|
| 2229 | 1 Jissa V.T(Dr) | Scientist 'D' | Permanent | HOS GENERAL | 34 | 26/11/2025 | 26/11/2025 | No | Amala Cancer Research Centre Thrissur |
| | Symposium | Leave : OD 26/11/2025 26/11/2025 | Remark : Without any financial commitment to the Institute | | | | | | |
| 2231 | 1 Ranjith S. | Technical Asst. (Lab)--B | Permanent | HOS GENERAL | 8 | 14/04/2025 | 25/04/2025 | No | IISC Bangalore |
| | Training | Leave : DL 14/04/2025 25/04/2025 | Remark : TA/DA from Institute as per rules | | | | | | |
| 2238 | 1 Sajin Raj R.G. | Sr. Technical Asst. (Instruments) | Permanent | BMT GENERAL | 11 | 06/12/2025 | 09/12/2025 | No | Punjab University, Chandigarh |
| | Programme | Leave : PD 05/12/2025 10/12/2025 | Remark : TA, DA from Proj.8115 | | | | | | |
| 2241 | 1 Manju Mohan P. (Dr) | Speech Therapist - B | Permanent | HOS GENERAL | 14 | 10/10/2025 | 11/10/2025 | No | Kovalam, Trivandrum |
| | Conference | Leave : OD 10/10/2025 10/10/2025 | Remark : Registration fee from Institute as per Rules | | | | | | |
| 2248 | 1 Preethy Prakash | Technical Asst. (Transfusion Mec | Permanent | HOS OBC | 2 | 28/11/2025 | 30/11/2025 | No | Jaipur |
| | Conference | Leave : OD 27/11/2025 01/12/2025 | Remark : TA/DA/Registration fee from Institute as per Rues | | | | | | |
| 2256 | 1 Deepa D.(Dr.) | Technical Asst. (Lab)--B | Permanent | HOS OBC | 6 | 14/04/2025 | 25/04/2025 | No | IISC Bangalore |
| | Training | Leave : DL 14/04/2025 25/04/2025 | Remark : TA/DA from Institute as per rules | | | | | | |
| 2257 | 1 Sreekala Balan P. | Technical Asst. (Lab)--B | Permanent | BMT OBC | 2 | 07/07/2025 | 10/07/2025 | No | RGCB, Akkulam |
| | Training | Leave : PD 07/07/2025 10/07/2025 | Remark : Registration Fees from Proj.8267 | | | | | | |
| 2271 | 1 Niza K. | Nursing Officer - B | Permanent | HOS GENERAL | 4 | 25/03/2026 | 25/03/2026 | No | PRS College of Nursing,Paliode,Trivandrum |
| | Workshop | Leave : OD 25/03/2026 25/03/2026 | Remark : As per approval dated 30/03/2026 Without any financial commitment to the Institute | | | | | | |
| 2274 | 1 Sreedevi V. | Tech. Asst. (Instruments)--B | Permanent | BMT GENERAL | 5 | 20/06/2025 | 21/06/2025 | No | College of Engineering, Trivandrum |
| | Workshop | Leave : PD 20/06/2025 21/06/2025 | Remark : Regn. fees & TA from Proj.8215. | | | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 40 | 29/10/2025 | 02/11/2025 | No | Kashi |
| | Conference | Leave : OD 31/10/2025 03/11/2025 | Remark : TA/DA/ Registration fee from LRA as per Rules | | | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 37 | 21/06/2025 | 22/06/2025 | No | Chennai |
| | Conference | Leave : OD 21/06/2025 21/06/2025 | Remark : Reimbursement of TA/Registration fee from LRA as per Rules | | | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 39 | 04/07/2025 | 06/07/2025 | No | Nellore, Andhra Pradesh |
| | Conference | Leave : OD 04/07/2025 05/07/2025 | Remark : Without any financial commitment to the Institute | | | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 38 | 10/07/2025 | 13/07/2025 | No | Kochi |
| | Conference | Leave : OD 10/07/2025 11/07/2025 | Remark : Without any financial commitment to the Institute | | | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 43 | 13/03/2026 | 15/03/2026 | No | Kochi |
| | Conference | Leave : OD 13/03/2026 13/03/2026 | Remark : without any financial commitment to the Institute | | | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 41 | 18/12/2025 | 21/12/2025 | No | Bengaluru |
| | Conference | Leave : OD 20/12/2025 20/12/2025 | Remark : Without any financial commitment to the Institute | | | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 32

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------------|-------------------|------------|---------------|--|-------------|------------|---------------|--------------------|
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 42 | 26/02/2026 | 02/03/2026 | Yes | Colombo, Sri Lanka |
| | Conference | Leave : OD | 02/03/2026 | 02/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2282 | 1 Sapna Erat Sreedharan (Dr.) | Professor | Permanent | HOS GENERAL | 44 | 26/03/2026 | 26/03/2026 | No | SMIMS, Kanyakumari |
| | Conference | Leave : OD | 26/03/2026 | 26/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2304 | 1 George C.Vilanilam (Dr) | Professor | Permanent | HOS GENERAL | 67 | 03/11/2025 | 05/11/2025 | No | New Delhi |
| | Conference | Leave : DL | 03/11/2025 | 05/11/2025 | Remark : TA/DA from Institute as per Rules | | | | |
| 2304 | 1 George C.Vilanilam (Dr) | Professor | Permanent | HOS GENERAL | 64 | 30/06/2025 | 04/07/2025 | No | IISc Bengaluru |
| | Workshop | Leave : OD | 02/07/2025 | 02/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2304 | 1 George C.Vilanilam (Dr) | Professor | Permanent | HOS GENERAL | 66 | 21/11/2025 | 23/11/2025 | Yes | Hong Kong |
| | Conference | Leave : OD | 20/11/2025 | 21/11/2025 | Remark : Travel by shortest route and DA from LRA as per Rules | | | | |
| 2304 | 1 George C.Vilanilam (Dr) | Professor | Permanent | HOS GENERAL | 65 | 17/10/2025 | 19/10/2025 | Yes | Beijing, China |
| | Conference | Leave : OD | 16/10/2025 | 18/10/2025 | Remark : Reimbursement of expenses from Institute Travel Grant | | | | |
| 2306 | 1 Subin Sukesan (Dr.) | Professor | Permanent | HOS GENERAL | 15 | 29/03/2026 | 29/03/2026 | No | AIIMS Mangalagiri |
| | Workshop | Leave : OD | 30/03/2026 | 30/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2306 | 1 Subin Sukesan (Dr.) | Professor | Permanent | HOS GENERAL | 14 | 21/01/2026 | 22/01/2026 | No | Coimbatore |
| | Meeting | Leave : OD | 21/01/2026 | 22/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 27 | 06/09/2025 | 07/09/2025 | Yes | Bangkok, Thailand |
| | Conference | Leave : OD | 06/09/2025 | 06/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 24 | 05/10/2025 | 09/10/2025 | Yes | Honolulu, USA |
| | Conference | Leave : OD | 03/10/2025 | 10/10/2025 | Remark : Reimbursement of expenses from LRA and Institute Travel Grant as per Rules | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 22 | 01/04/2025 | 05/04/2025 | Yes | Vienna Austria |
| | Conference | Leave : OD | 01/04/2025 | 05/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 26 | 11/07/2025 | 13/07/2025 | No | Kochi |
| | Conference | Leave : OD | 11/07/2025 | 11/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 25 | 21/06/2025 | 22/06/2025 | No | Vadodara |
| | Conference | Leave : OD | 21/06/2025 | 21/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 30 | 19/03/2026 | 22/03/2026 | No | Faridabad |
| | Conference | Leave : OD | 19/03/2026 | 20/03/2026 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2308 | 1 Ajith Cherian (Dr.) | Professor | Permanent | HOS GENERAL | 28 | 22/08/2025 | 24/08/2025 | No | Chennai |
| | Conference | Leave : OD | 22/08/2025 | 22/08/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 33

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------|-------------------|------------|---------------|--|-------------|------------|---------------|---|
| 2346 | 1 Bineesh K R(Dr) | Professor | Permanent | HOS GENERAL | 10 | 09/06/2025 | 09/06/2025 | No | ISRO, Bengaluru |
| | Workshop | Leave : DL | 09/06/2025 | 09/06/2025 | Remark : As per Order No I/X/26/SCTIMST/2025 dtd 04.06.2025, TA/DA to attend the workshop from Institute as per rules | | | | |
| 2346 | 1 Bineesh K R(Dr) | Professor | Permanent | HOS GENERAL | 12 | 14/10/2025 | 14/10/2025 | No | Amrita Institute Kochi |
| | Examiner | Leave : OD | 14/10/2025 | 14/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2346 | 1 Bineesh K R(Dr) | Professor | Permanent | HOS GENERAL | 11 | 16/09/2025 | 16/09/2025 | No | Amrita Institute of medical science kochi |
| | Examiner | Leave : OD | 16/09/2025 | 16/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2346 | 1 Bineesh K R(Dr) | Professor | Permanent | HOS GENERAL | 9 | 05/04/2025 | 06/04/2025 | No | Kochi |
| | Conference | Leave : OD | 04/04/2025 | 05/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2347 | 1 Jayanand Sudhir B (Dr) | Professor | Permanent | HOS GENERAL | 57 | 09/06/2025 | 09/06/2025 | No | ISRO, Bengaluru |
| | Workshop | Leave : DL | 09/06/2025 | 09/06/2025 | Remark : As per order TA/DA to attend the workshop from Institute as per rules | | | | |
| 2347 | 1 Jayanand Sudhir B (Dr) | Professor | Permanent | HOS GENERAL | 59 | 10/07/2025 | 11/07/2025 | No | IIT Madras |
| | Meeting | Leave : PD | 10/07/2025 | 11/07/2025 | Remark : Expenses from Project 5496 as per Project Rules | | | | |
| 2347 | 1 Jayanand Sudhir B (Dr) | Professor | Permanent | HOS GENERAL | 60 | 26/09/2025 | 28/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 25/09/2025 | 26/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules, LOd period amended 25/9 to 26/09 followed by holidays | | | | |
| 2347 | 1 Jayanand Sudhir B (Dr) | Professor | Permanent | HOS GENERAL | 61 | 13/11/2025 | 15/11/2025 | Yes | Kathmandu, Nepal |
| | Conference | Leave : OD | 11/11/2025 | 16/11/2025 | Remark : TA/DA/Registration fee from Institute Travel Grant as per Rules | | | | |
| 2347 | 1 Jayanand Sudhir B (Dr) | Professor | Permanent | HOS GENERAL | 58 | 13/06/2025 | 15/06/2025 | No | AIIMS Bhopal |
| | Meeting | Leave : OD | 13/06/2025 | 13/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 64 | 28/11/2025 | 30/11/2025 | No | Pune |
| | Conference | Leave : OD | 28/11/2025 | 29/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 63 | 29/10/2025 | 02/11/2025 | No | Kashi |
| | Conference | Leave : OD | 31/10/2025 | 01/11/2025 | Remark : TA DA Registration fee from LRA as per Rules | | | | |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 58 | 27/06/2025 | 29/06/2025 | No | Jharkhand |
| | Conference | Leave : OD | 27/06/2025 | 27/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 59 | 07/07/2025 | 08/07/2025 | No | NIMHANS Bangalore |
| | Examiner | Leave : OD | 07/07/2025 | 08/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 62 | 17/09/2025 | 17/09/2025 | No | ICMR Head Quarters New Delhi |
| | Meeting | Leave : PD | 17/09/2025 | 17/09/2025 | Remark : TA/DA expenses from Project 5435 as per project rules | | | | |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 61 | 09/08/2025 | 09/08/2025 | No | Erode |
| | Workshop | Leave : OD | 08/08/2025 | 08/08/2025 | Remark : TA/DA Registration fee from LRA as per Rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 34

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------|---|-----------|---------------|---------|-------------|------------|---------------|--|
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 60 | 06/10/2025 | 11/10/2025 | Yes | Vienna, Austria |
| | Conference | Leave : | | | | | | | Remark : Without oany financial commitment to the Institute |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 65 | 07/03/2026 | 08/03/2026 | No | Mangalore |
| | Conference | Leave : OD 05/03/2026 05/03/2026 OD 06/03/2026 07/03/2026 | | | | | | | Remark : TA/DA/Registration fee from LRA as per Rules |
| 2349 | 1 Sruthi S. Nair(Dr) | Professor | Permanent | HOS GENERAL | 66 | 27/02/2026 | 01/03/2026 | No | Kumarakom |
| | Conference | Leave : OD 27/02/2026 27/02/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2353 | 1 Prakash Nair (Dr.) | Professor | Permanent | HOS GENERAL | 35 | 06/11/2025 | 08/11/2025 | Yes | Seoul, South Korea |
| | Conference | Leave : OD 04/11/2025 07/11/2025 | | | | | | | Remark : Reimbursement of expenses from LRA and Institute Travel Grant as per Rules |
| 2353 | 1 Prakash Nair (Dr.) | Professor | Permanent | HOS GENERAL | 40 | 26/03/2026 | 28/03/2026 | No | Jaipur |
| | Conference | Leave : OD 25/03/2026 27/03/2026 | | | | | | | Remark : TA/DA/Registration fee from Institute as per Rules |
| 2353 | 1 Prakash Nair (Dr.) | Professor | Permanent | HOS GENERAL | 37 | 22/01/2026 | 23/01/2026 | No | Thanjavur Medical College |
| | Examiner | Leave : OD 22/01/2026 23/01/2026 | | | | | | | Remark : Without oany financial commitment to the Institute |
| 2353 | 1 Prakash Nair (Dr.) | Professor | Permanent | HOS GENERAL | 36 | 10/12/2025 | 14/12/2025 | No | Indore |
| | Conference | Leave : | | | | | | | Remark : TA/DA/Registration fee from Institute as per Rules- Not attended and cancelled |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 46 | 26/11/2025 | 27/11/2025 | No | NIMS Hyderabad |
| | Examiner | Leave : OD 26/11/2025 27/11/2025 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 47 | 21/01/2026 | 22/01/2026 | No | Tirunelveli Medical College |
| | Examiner | Leave : OD 21/01/2026 22/01/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 49 | 13/02/2026 | 15/02/2026 | No | Mumbai |
| | Conference | Leave : OD 13/02/2026 13/02/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 50 | 24/02/2026 | 24/02/2026 | No | IMA House Kochi |
| | Meeting | Leave : OD 24/02/2026 25/02/2026 | | | | | | | Remark : Without any financial commitment to the Instittue |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 51 | 07/03/2026 | 08/03/2026 | No | Mangalore |
| | Workshop | Leave : OD 06/03/2026 07/03/2026 | | | | | | | Remark : Without any financial commitment to the Institute |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 42 | 13/08/2025 | 14/08/2025 | No | NISH Trivandrum |
| | Conference | Leave : OD 13/08/2025 13/08/2025 | | | | | | | Remark : Without any financial commitment tothe Institute |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 45 | 29/10/2025 | 02/11/2025 | No | Varanasi |
| | Conference | Leave : OD 29/10/2025 02/11/2025 | | | | | | | Remark : TA/DA/ Registration fee from LRA as per Rules |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 43 | 16/09/2025 | 20/09/2025 | No | New Delhi |
| | Conference | Leave : OD 16/09/2025 20/09/2025 | | | | | | | Remark : Registration fee from LRA as per Rules |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 35

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------|-------------------|------------|---------------|---|-------------|------------|---------------|--|
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 44 | 09/10/2025 | 11/10/2025 | No | Mahe, Manipal |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2354 | 1 Soumya Sundaram (Dr.) | Professor | Permanent | HOS GENERAL | 48 | 03/02/2026 | 05/02/2026 | No | DDU Kaushal Kendra New Delhi |
| | Conference | Leave : PD | 03/02/2026 | 05/02/2026 | Remark : TA/DA/ Registration fee from Project 5466 as per project rules | | | | |
| 2360 | 1 Sarath S. Nair | Engineer 'G' | Permanent | BMT GENERAL | 30 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 02/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 2360 | 1 Sarath S. Nair | Engineer 'G' | Permanent | BMT GENERAL | 29 | 29/05/2025 | 30/05/2025 | No | Hyderabad |
| | Programme | Leave : PD | 30/05/2025 | 30/05/2025 | Remark : Reimburse TA/DA expenses from proj.8252, as and when funds are available. | | | | |
| 2360 | 1 Sarath S. Nair | Engineer 'G' | Permanent | BMT GENERAL | 31 | 03/11/2025 | 05/11/2025 | No | Bharat Mandapam, New Delhi |
| | Programme | Leave : PD | 03/11/2025 | 05/11/2025 | Remark : Reimburse TA from Proj.8273 | | | | |
| 2360 | 1 Sarath S. Nair | Engineer 'G' | Permanent | BMT GENERAL | 33 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : PD | 03/12/2025 | 06/12/2025 | Remark : (i) Reimburse TA, Accommodation & Registration fees from Proj.8273 (ii) Amended to add 'Reimbursement of Accommodation' also. | | | | |
| 2360 | 1 Sarath S. Nair | Engineer 'G' | Permanent | BMT GENERAL | 32 | 14/11/2025 | 14/11/2025 | No | NCSTC Division, DST |
| | Programme | Leave : DL | 13/11/2025 | 14/11/2025 | Remark : TA / DA from Institute Funds. | | | | |
| 2361 | 1 Jithin Krishnan (Dr) | Engineer 'D' | Permanent | BMT GENERAL | 47 | 29/08/2025 | 30/08/2025 | No | Chennai |
| | Conference | Leave : PD | 28/08/2025 | 30/08/2025 | Remark : Reimburse the TA / DA expenses from Proj.8266 | | | | |
| 2361 | 1 Jithin Krishnan (Dr) | Engineer 'D' | Permanent | BMT GENERAL | 49 | 03/11/2025 | 05/11/2025 | No | Bharat Mandapam, New Delhi. |
| | Programme | Leave : DL | 02/11/2025 | 06/11/2025 | Remark : TA / DA from Institute Funds. | | | | |
| 2361 | 1 Jithin Krishnan (Dr) | Engineer 'D' | Permanent | BMT GENERAL | 51 | 02/02/2026 | 06/02/2026 | No | IIT Varanasi |
| | Workshop | Leave : OD | 03/02/2026 | 06/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2361 | 1 Jithin Krishnan (Dr) | Engineer 'D' | Permanent | BMT GENERAL | 50 | 20/11/2025 | 23/11/2025 | No | Graphene Automations, Kakkanad, Kochi. |
| | Workshop | Leave : PD | 20/11/2025 | 23/11/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8266. | | | | |
| 2361 | 1 Jithin Krishnan (Dr) | Engineer 'D' | Permanent | BMT GENERAL | 48 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | Programme | Leave : PD | 01/10/2025 | 04/10/2025 | Remark : TA / DA from Proj.8115 | | | | |
| 2362 | 1 Deepti A N (Dr) | Professor | Permanent | HOS GENERAL | 5 | 15/12/2025 | 15/12/2025 | No | NIMHANS |
| | Examiner | Leave : OD | 15/12/2025 | 16/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2363 | 1 Deepa S.Kumar(Dr) | Professor | Permanent | HOS GENERAL | 23 | 12/12/2025 | 13/12/2025 | No | Kasturba Medical College, Manipal |
| | Examiner | Leave : OD | 12/12/2025 | 12/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2363 | 1 Deepa S.Kumar(Dr) | Professor | Permanent | HOS GENERAL | 22 | 29/09/2025 | 29/09/2025 | No | New Delhi |
| | Examiner | Leave : OD | 29/09/2025 | 29/09/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 36

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------------|----------------------|------------|---------------|--|-------------|------------|---------------|--------------------------------|
| 2363 | 1 Deepa S.Kumar(Dr) | Professor | Permanent | HOS GENERAL | 24 | 05/12/2025 | 05/12/2025 | No | Sri Jayadeva Institute |
| | Examiner | Leave : OD | 04/12/2025 | 05/12/2025 | Remark : Withuot any financial commitment to the Institute | | | | |
| 2365 | 1 Ajay Prasad Hrishi P.(Dr.) | Professor | Permanent | HOS GENERAL | 28 | 12/09/2025 | 14/09/2025 | Yes | Atlanta, Georgia, USA |
| | Conference | Leave : OD | 10/09/2025 | 16/09/2025 | Remark : Reimbursement of expenses from LRa and Institute Travel Grant as per rules | | | | |
| 2365 | 1 Ajay Prasad Hrishi P.(Dr.) | Professor | Permanent | HOS GENERAL | 26 | 17/07/2025 | 17/07/2025 | No | NIMHANS , Bengaluru |
| | Examiner | Leave : OD | 17/07/2025 | 18/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2365 | 1 Ajay Prasad Hrishi P.(Dr.) | Professor | Permanent | HOS GENERAL | 27 | 29/08/2025 | 31/08/2025 | No | Jodhpur |
| | Conference | Leave : OD | 29/08/2025 | 01/09/2025 | Remark : TA/DA/ Registration fee from Institute as per rules | | | | |
| 2365 | 1 Ajay Prasad Hrishi P.(Dr.) | Professor | Permanent | HOS GENERAL | 29 | 09/12/2025 | 09/12/2025 | No | NIMHANS Bangalore |
| | Examiner | Leave : OD | 08/12/2025 | 09/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2365 | 1 Ajay Prasad Hrishi P.(Dr.) | Professor | Permanent | HOS GENERAL | 30 | 25/02/2026 | 01/03/2026 | No | Chennai, TN |
| | Conference | Leave : OD | 25/02/2026 | 27/02/2026 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2367 | 1 Lynda Velutheril Thomas(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 30 | 28/08/2025 | 30/08/2025 | No | ANRF, New Delhi |
| | Meeting | Leave : OD | 27/08/2025 | 30/08/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2367 | 1 Lynda Velutheril Thomas(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 28 | 22/07/2025 | 22/07/2025 | No | Govt. Engg. College, Kozhikode |
| | Programme | Leave : OD | 21/07/2025 | 22/07/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2367 | 1 Lynda Velutheril Thomas(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 31 | 10/11/2025 | 12/11/2025 | No | ICGEB, New Delhi. |
| | Meeting | Leave : OD | 10/11/2025 | 13/11/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2367 | 1 Lynda Velutheril Thomas(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 32 | 23/02/2026 | 24/02/2026 | No | IIT Hyderabad |
| | Programme | Leave : OD | 23/02/2026 | 25/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2367 | 1 Lynda Velutheril Thomas(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 33 | 05/03/2026 | 07/03/2026 | No | ANRF, Aerocity, New Delhi. |
| | Programme | Leave : OD | 04/03/2026 | 07/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2373 | 1 Suchithra P. V. | Nursing Officer - B | Permanent | HOS GENERAL | 3 | 13/06/2025 | 14/06/2025 | No | Chennai |
| | Conference | Leave : OD | 12/06/2025 | 13/06/2025 | Remark : As per approval dated 09.06.2025 | | | | |
| 2373 | 1 Suchithra P. V. | Nursing Officer - B | Permanent | HOS GENERAL | 4 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 09/12/2025 | 15/12/2025 | Remark : TA/DA, Reg. Fee as per rules. | | | | |
| 2376 | 1 Vijitha M.V. | Nursing Officer - B | Permanent | HOS GENERAL | 2 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 10/12/2025 | 15/12/2025 | Remark : TA/DA, Regn. Fee as per Institute Rules. | | | | |
| 2410 | 1 Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 40 | 27/06/2025 | 27/06/2025 | No | Mumbai |
| | Conference | Leave : OD | 26/06/2025 | 27/06/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 37

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|------------------------------|----------------------|------------|---------------|--|-------------|------------|---------------|-----------------------------------|
| 2410 1 | Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 39 | 21/06/2025 | 21/06/2025 | No | Beijing |
| | Conference | Leave : OD | 21/06/2025 | 21/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2410 1 | Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 45 | 27/02/2026 | 27/02/2026 | No | Bengaluru |
| | Conference | Leave : OD | 27/02/2026 | 27/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2410 1 | Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 44 | 06/02/2026 | 08/02/2026 | No | Ahmedabad |
| | Conference | Leave : OD | 06/02/2026 | 07/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2410 1 | Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 43 | 25/11/2025 | 25/11/2025 | No | Amrita Vishwa Vidyapeetham |
| | Examiner | Leave : OD | 25/11/2025 | 25/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2410 1 | Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 42 | 18/09/2025 | 21/09/2025 | No | Kochi |
| | Conference | Leave : OD | 18/09/2025 | 19/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| | | OD | 20/09/2025 | 20/09/2025 | | | | | |
| 2410 1 | Arun Gopalakrishnan(Dr) | Additional Professor | Permanent | HOS GENERAL | 41 | 18/09/2025 | 19/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 19/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| | | OD | 20/09/2025 | 20/09/2025 | | | | | |
| 2411 1 | Anoop Gopinathan | Engineer 'D' | Permanent | BMT GENERAL | 14 | 30/01/2026 | 02/02/2026 | No | St.Albert's College, Ernakulam |
| | Programme | Leave : PD | 29/01/2026 | 02/02/2026 | Remark : TA / DA expenses from Proj.8115 | | | | |
| 2411 1 | Anoop Gopinathan | Engineer 'D' | Permanent | BMT GENERAL | 13 | 15/10/2025 | 17/10/2025 | No | NIT Calicut |
| | Programme | Leave : PD | 14/10/2025 | 18/10/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 2416 1 | Rekha R. Vijayan | Nursing Officer - B | Permanent | HOS GENERAL | 2 | 19/09/2025 | 21/09/2025 | No | Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No.DEPT-REQ0GEN/222/2025-R&P-CELL-SCTIMST. Regn. Fee,TA/DA as per rules. | | | | |
| 2417 1 | Kiran S Kumar | Nursing Officer - B | Permanent | HOS OBC | 3 | 04/10/2025 | 05/10/2025 | No | AMCHSS, SCTIMST |
| | Conference | Leave : | | | Remark : As per e-office approval dated 09.10.2025. | | | | |
| 2417 1 | Kiran S Kumar | Nursing Officer - B | Permanent | HOS OBC | 2 | 26/07/2025 | 27/07/2025 | No | KOCHI |
| | Symposium | Leave : | | | Remark : As per approval dated 11.08.2025. TA/DA as per rules. | | | | |
| 2432 1 | Suchithra G Nair | Nursing Officer - B | Permanent | HOS GENERAL | 3 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai, Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E File No.: DEPT-REQ0GEN/214/2025-R&P-CELL-SCTIMST. Regn. Fee TA/DA as per rules | | | | |
| 2434 1 | Ranganatha Praveen C S (Dr.) | Additional Professor | Permanent | HOS GENERAL | 12 | 04/09/2025 | 07/09/2025 | No | PGIMER Chandigarh |
| | Conference | Leave : OD | 04/09/2025 | 08/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2434 1 | Ranganatha Praveen C S (Dr.) | Additional Professor | Permanent | HOS GENERAL | 13 | 17/12/2025 | 18/12/2025 | No | Medanta, The Medicity Gurugram |
| | Examiner | Leave : OD | 16/12/2025 | 18/12/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 38

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------|----------------------|------------|---------------|--|-------------|------------|---------------|-----------------------------------|
| 2446 | 1 Lijimol Joseph | Nursing Officer - B | Permanent | HOS GENERAL | 3 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai, Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.file No.DEPT-REQ/165/2025-R&P-CELL-SCTIMST. Regn. Fee TA/DA as per rules | | | | |
| 2461 | 1 Achu G C | Nursing Officer - B | Permanent | HOS OBC | 2 | 10/12/2025 | 14/12/2025 | No | Inodre, Madhya Pradesh |
| | Conference | Leave : OD | 09/12/2025 | 15/12/2025 | Remark : TA/DA, Regn. Fee as per rules. | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 118 | 13/08/2025 | 13/08/2025 | No | New Delhi |
| | Meeting | Leave : OD | 13/08/2025 | 13/08/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 127 | 26/02/2026 | 27/02/2026 | No | ICMR HQ, New Delhi |
| | Workshop | Leave : OD | 25/02/2026 | 27/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 124 | 05/02/2026 | 07/02/2026 | No | HIMSAR New Delhi |
| | Programme | Leave : PD | 04/02/2026 | 07/02/2026 | Remark : All expenses from Project5393 as per project rules | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 121 | 06/12/2025 | 06/12/2025 | No | AIMS Kochi |
| | Conference | Leave : OD | 05/12/2025 | 06/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 123 | 29/11/2025 | 29/11/2025 | No | Cooperative Hospital Calicut |
| | Field Visit | Leave : PD | 28/11/2025 | 30/11/2025 | Remark : TA/DA from Project 5433 as perProject rules | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 122 | 12/12/2025 | 13/12/2025 | No | angamali |
| | Field Visit | Leave : PD | 11/12/2025 | 13/12/2025 | Remark : TA DA from Project 5433 as per project rules | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 126 | 13/02/2026 | 14/02/2026 | No | ISCR |
| | Conference | Leave : PD | 13/02/2026 | 15/02/2026 | Remark : TA/DA from Project 5433 as per project rules | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 125 | 07/01/2026 | 09/01/2026 | No | Central University of Kerala |
| | Conference | Leave : PD | 07/01/2026 | 09/01/2026 | Remark : TA/DA all expenses from the project 5393 as per project rules | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 119 | 05/11/2025 | 06/11/2025 | No | JIPMER Puducherry |
| | Meeting | Leave : OD | 04/11/2025 | 07/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 115 | 23/06/2025 | 23/06/2025 | No | New Delhi |
| | Meeting | Leave : OD | 20/06/2025 | 21/06/2025 | Remark : All Expenses from Proj 5433 as per Project rules | | | | |
| | | PD | 22/06/2025 | 24/06/2025 | | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 112 | 20/06/2025 | 20/06/2025 | No | ICMR HQ New Delhi |
| | Meeting | Leave : OD | 20/06/2025 | 21/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| | | PD | 22/06/2025 | 24/06/2025 | | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 117 | 18/09/2025 | 19/09/2025 | No | New Delhi |
| | Symposium | Leave : PD | 18/09/2025 | 20/09/2025 | Remark : TA/Da/ All expenses from Project 5433 a per Project Rules | | | | |
| 2462 | 1 Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 111 | 07/04/2025 | 07/04/2025 | No | MIMS Calicut |
| | Field Visit | Leave : PD | 06/04/2025 | 08/04/2025 | Remark : TA/DA expenses from Project 5433 as per project rules | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 39

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|----------------------|------------|---------------|---|-------------|------------|---------------|---|
| 2462 1 | Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 114 | 22/07/2025 | 23/07/2025 | No | St John's Medical College, Bengaluru |
| | Workshop | Leave : OD | 21/07/2025 | 23/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2462 1 | Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 120 | 13/11/2025 | 14/11/2025 | No | CSIR IMMT, Bhubaneswar |
| | Conference | Leave : PD | 12/11/2025 | 15/11/2025 | Remark : Airtravel by Organizers and allother incidental expenses from Project 5433 as per Project Rules | | | | |
| 2462 1 | Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 113 | 01/07/2025 | 02/07/2025 | No | Delhi |
| | Workshop | Leave : PD | 30/06/2025 | 03/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2462 1 | Jeemon P(Dr.) | Additional Professor | Permanent | HOS GENERAL | 116 | 07/08/2025 | 07/08/2025 | No | Mar Baselios College of Engineering TVm |
| | Conference | Leave : OD | 07/08/2025 | 07/08/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2483 1 | Jinto Mathew | Nursing Officer - B | Permanent | HOS GENERAL | 1 | 04/10/2025 | 05/10/2025 | No | SCTIMST, Thiruvananthapuram |
| | Conference | Leave : OD | 04/10/2025 | 05/10/2025 | Remark : As per approval dated 30.10.2025.Regn. Fee, TA/DA as per rules. | | | | |
| 2483 1 | Jinto Mathew | Nursing Officer - B | Permanent | HOS GENERAL | 2 | 10/12/2025 | 14/12/2025 | No | Indore, Madhya Pradesh |
| | Conference | Leave : OD | 09/12/2025 | 15/12/2025 | Remark : | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 37 | 13/06/2025 | 13/06/2025 | No | BIS, Bengaluru |
| | Workshop | Leave : OD | 12/06/2025 | 13/06/2025 | Remark : Without any financial commitments to the Institute | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 38 | 26/06/2025 | 27/06/2025 | No | Saveetha Dental College, Chennai |
| | Programme | Leave : PD | 25/06/2025 | 27/06/2025 | Remark : TA / DA from Proj.8265. | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 40 | 13/10/2025 | 15/10/2025 | No | Mohanlal Sukhadia University, Udaipur, Rajasthan |
| | Conference | Leave : PD | 13/10/2025 | 16/10/2025 | Remark : Reimburse TA, DA & Registration Fees from Proj.8257. | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 44 | 28/01/2026 | 28/01/2026 | No | VITM, NCSM Bangalore |
| | Programme | Leave : DL | 28/01/2026 | 28/01/2026 | Remark : TA, DA from Institute funds. | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 43 | 08/01/2026 | 09/01/2026 | No | CSIR-CGCRI, Kolkata |
| | Programme | Leave : DL | 08/01/2026 | 09/01/2026 | Remark : TA, DA from Institute funds | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 41 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : PD | 04/12/2025 | 07/12/2025 | Remark : Reimburse TA, DA from Proj.8265 & Registration fees from LRA. | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 42 | 24/11/2025 | 25/11/2025 | No | NIPER, Ahmedabad |
| | Programme | Leave : PD | 24/11/2025 | 25/11/2025 | Remark : Reimburse TA, DA from Proj.8265. | | | | |
| 2491 1 | Shiny Velayudhan (Dr) | Scientist 'F' | Permanent | BMT GENERAL | 39 | 10/10/2025 | 11/10/2025 | No | The Lalit Ashok, Bengaluru |
| | Conference | Leave : PD | 10/10/2025 | 10/10/2025 | Remark : Reimburse TA, DA, Registration fees from Proj.8265. | | | | |
| | | PD | 13/10/2025 | 16/10/2025 | | | | | |
| 2492 1 | Praveen James | Engineer 'C' | Permanent | HOS GENERAL | 5 | 17/05/2025 | 17/05/2025 | No | Seshasayee Institute of Technology, Tiruchirappalli, TN |
| | Examiner | Leave : DL | 16/05/2025 | 17/05/2025 | Remark : All Expeses from AIIMS New Delhi | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 40

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------------------|----------------------|------------|---------------|--|-------------|------------|---------------|---|
| 2492 | 1 Praveen James | Engineer 'C' | Permanent | HOS GENERAL | 6 | 05/10/2025 | 09/10/2025 | Yes | Hawaii, USA |
| | Conference | Leave : OD | 04/10/2025 | 10/10/2025 | Remark : Reimbursement of expenses TA/DA/Registration fee from LRA as per Rules | | | | |
| 2493 | 1 Divya K. P (Dr) | Additional Professor | Permanent | HOS GENERAL | 24 | 06/09/2025 | 07/09/2025 | Yes | Bangkok, Thailand |
| | Conference | Leave : OD | 06/09/2025 | 06/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2493 | 1 Divya K. P (Dr) | Additional Professor | Permanent | HOS GENERAL | 19 | 01/04/2025 | 05/04/2025 | Yes | Vienna, Austria |
| | Conference | Leave : OD | 01/04/2025 | 05/04/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2493 | 1 Divya K. P (Dr) | Additional Professor | Permanent | HOS GENERAL | 26 | 19/03/2026 | 22/03/2026 | No | Faridabad |
| | Conference | Leave : OD | 19/03/2026 | 20/03/2026 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2493 | 1 Divya K. P (Dr) | Additional Professor | Permanent | HOS GENERAL | 22 | 21/06/2025 | 22/06/2025 | No | Vadodara |
| | Conference | Leave : OD | 21/06/2025 | 21/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2493 | 1 Divya K. P (Dr) | Additional Professor | Permanent | HOS GENERAL | 23 | 11/07/2025 | 13/07/2025 | No | Kochi |
| | Conference | Leave : OD | 11/07/2025 | 11/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2493 | 1 Divya K. P (Dr) | Additional Professor | Permanent | HOS GENERAL | 21 | 05/10/2025 | 09/10/2025 | Yes | Honolulu, USA |
| | Conference | Leave : OD | 03/10/2025 | 10/10/2025 | Remark : Reimbursement of expenses from LRA and Institute Travel Grant as per Rules | | | | |
| 2494 | 1 Saravana Babu M. S (Dr) | Additional Professor | Permanent | HOS GENERAL | 14 | 18/07/2025 | 20/07/2025 | No | Erode |
| | Conference | Leave : OD | 17/07/2025 | 19/07/2025 | Remark : TA/DA/Registration fee from LRA as per Rules | | | | |
| 2494 | 1 Saravana Babu M. S (Dr) | Additional Professor | Permanent | HOS GENERAL | 15 | 01/07/2025 | 05/07/2025 | Yes | Bali, Indonesia |
| | Conference | Leave : OD | 01/07/2025 | 06/07/2025 | Remark : Reimbursement of expenses from Institute Travel Grant and LRA as per rules | | | | |
| 2494 | 1 Saravana Babu M. S (Dr) | Additional Professor | Permanent | HOS GENERAL | 16 | 20/08/2025 | 22/08/2025 | No | Bengaluru |
| | Conference | Leave : OD | 20/08/2025 | 22/08/2025 | Remark : TA/DA/ Registration fee from LRA as per Rules | | | | |
| 2495 | 1 Anoop A. (Dr) | Additional Professor | Permanent | HOS GENERAL | 26 | 31/10/2025 | 02/11/2025 | No | Visakhapatnam, AP |
| | Conference | Leave : OD | 31/10/2025 | 03/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2495 | 1 Anoop A. (Dr) | Additional Professor | Permanent | HOS GENERAL | 27 | 08/01/2026 | 11/01/2026 | No | Mahabalipuram, Tamil Nadu |
| | Conference | Leave : OD | 07/01/2026 | 09/01/2026 | Remark : TA/DA/Registration fee from LRA as per rules | | | | |
| 2495 | 1 Anoop A. (Dr) | Additional Professor | Permanent | HOS GENERAL | 28 | 13/03/2026 | 15/03/2026 | No | Kochi |
| | Conference | Leave : OD | 12/03/2026 | 13/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2496 | 1 Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 45 | 20/01/2026 | 20/01/2026 | No | Centre of Excellence in Gastrointestinal Sciences, Rajagiri Hospital, Aluva |
| | Programme | Leave : PD | 20/01/2026 | 20/01/2026 | Remark : Reimburse TA / DA from TRC Proj.8115. | | | | |
| 2496 | 1 Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 48 | 25/02/2026 | 25/02/2026 | No | College of Veterinary and Animal Sciences, Pookode, Wayanad |
| | Programme | Leave : PD | 25/02/2026 | 25/02/2026 | Remark : Reimburse TA / DA from Proj.8267, limited to available funds. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 41

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|---------------------------------|----------------------|-----------|---------------|---------|-------------|------------|---------------|---|
| 2496 1 | Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 43 | 11/09/2025 | 12/09/2025 | No | Vigyan Bhawan, New Delhi |
| | Meeting | Leave : PD | | | | 10/09/2025 | 13/09/2025 | | Remark : Reimburse TA / DA / Registration fee from P. 8268 |
| 2496 1 | Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 47 | 11/02/2026 | 13/02/2026 | No | The Dale View College of Pharmacy and Research Center', Thiruvananthapuram. |
| | Conference | Leave : OD | | | | 11/02/2026 | 11/02/2026 | | Remark : Without any financial commitments to the Institute. |
| 2496 1 | Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 49 | 12/03/2026 | 12/03/2026 | No | SV NSS College, Thrissur |
| | Programme | Leave : OD | | | | 12/03/2026 | 12/03/2026 | | Remark : Without any financial commitments to the Institute. |
| 2496 1 | Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 50 | 05/03/2026 | 06/03/2026 | No | SRM Institute of Science and Technology, Thiruchirappalli |
| | Seminar | Leave : OD | | | | 06/03/2026 | 06/03/2026 | | Remark : Without any financial commitments to the Institute. |
| 2496 1 | Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 46 | 04/02/2026 | 05/02/2026 | No | Karunya University, Coimbatore & Govt. Medical College, Palakkad |
| | Programme | Leave : PD | | | | 03/02/2026 | 06/02/2026 | | Remark : Reimburse TA, DA from Proj.8267. |
| 2496 1 | Francis Boniface Fernandez (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 44 | 27/01/2026 | 29/01/2026 | No | Dept. of Chemistry, University College, Trivandrum |
| | Seminar | Leave : OD | | | | 27/01/2026 | 27/01/2026 | | Remark : Without any financial commitments to the Institute. |
| 2497 1 | Santhosh Kumar B (Dr) | Registrar | Permanent | HOS GENERAL | 15 | 30/07/2025 | 01/08/2025 | No | National Archives of India Regional Office, Bhopal |
| | Training | Leave : DL | | | | 29/07/2025 | 02/08/2025 | | Remark : As per Director's Approval dtd 27.05.2025&28.07.2025, TA,DA, Registration fee from Institute as per Rules |
| 2497 1 | Santhosh Kumar B (Dr) | Registrar | Permanent | HOS GENERAL | 16 | 27/03/2026 | 27/03/2026 | No | BSNL Bhavan, Ernakulam |
| | Meeting | Leave : DL | | | | 27/03/2026 | 27/03/2026 | | Remark : TA/DA /registration fee from Institute as per rules |
| 2497 1 | Santhosh Kumar B (Dr) | Registrar | Permanent | HOS GENERAL | 14 | 10/07/2025 | 10/07/2025 | No | Hyderabad |
| | Programme | Leave : DL | | | | 10/07/2025 | 11/07/2025 | | Remark : TA,DA Registration and other related expenses from Institute as per Rules |
| 2505 1 | Renjith S (Dr) | Scientist 'C' | Permanent | BMT GENERAL | 41 | 26/09/2025 | 26/09/2025 | No | NSS College, Nilamel |
| | Seminar | Leave : OD | | | | 26/09/2025 | 26/09/2025 | | Remark : Without any financial commitment to the Institute. |
| 2505 1 | Renjith S (Dr) | Scientist 'C' | Permanent | BMT GENERAL | 40 | 26/06/2025 | 26/06/2025 | No | College of Engineering, Trivandrum |
| | Programme | Leave : OD | | | | 26/06/2025 | 26/06/2025 | | Remark : Without any financial commitment to the Institute. |
| 2505 1 | Renjith S (Dr) | Scientist 'C' | Permanent | BMT GENERAL | 45 | 18/03/2026 | 18/03/2026 | No | Akashvani, Thiruvananthapuram |
| | Programme | Leave : OD | | | | 18/03/2026 | 18/03/2026 | | Remark : Without any financial commitments to the Institute. |
| 2505 1 | Renjith S (Dr) | Scientist 'C' | Permanent | BMT GENERAL | 44 | 30/01/2026 | 02/02/2026 | No | St. Albert's College, Ernakulam. |
| | Programme | Leave : OD | | | | 29/01/2026 | 02/02/2026 | | Remark : TA, DA from Proj.8115 |
| 2505 1 | Renjith S (Dr) | Scientist 'C' | Permanent | BMT GENERAL | 42 | 03/12/2025 | 05/12/2025 | No | Govt. College, Attingal |
| | Seminar | Leave : OD | | | | 03/12/2025 | 03/12/2025 | | Remark : Without any financial commitments to the Institute. |
| 2506 1 | Vipina V. P | Speech Therapist - B | Permanent | HOS OBC | 7 | 10/10/2025 | 11/10/2025 | No | Kovalam, Trivandrum |
| | Conference | Leave : OD | | | | 10/10/2025 | 10/10/2025 | | Remark : TA and Registration fee from Institute as per Rules |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 42

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|---------------------------|----------------------|------------|---------------|---|-------------------------------|------------|---------------|---|
| 2511 | 1 Preethy Kurian | Nursing Officer - B | Permanent | HOS GENERAL | 1 | 19/09/2025 | 21/09/2025 | No | Westin Mumbai, Powai Lake, Mumbai |
| | Conference | Leave : OD | 18/09/2025 | 22/09/2025 | Remark : Approved as per E.File No.:DEPT-REQ/171/2025-R&P-CELL-SCTIMST | Regn. Fee, TA/DA As per rules | | | |
| 2520 | 1 Neethu Mohan (Dr) | Scientist 'E' | Permanent | HOS GENERAL | 10 | 19/06/2025 | 20/06/2025 | No | RGCB, Thiruvananthapuram |
| | Examiner | Leave : OD | 19/06/2025 | 20/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2520 | 1 Neethu Mohan (Dr) | Scientist 'E' | Permanent | HOS GENERAL | 13 | 14/03/2026 | 14/03/2026 | No | New Delhi |
| | Symposium | Leave : OD | 13/03/2026 | 13/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2520 | 1 Neethu Mohan (Dr) | Scientist 'E' | Permanent | HOS GENERAL | 11 | 07/11/2025 | 07/11/2025 | No | IISER Thiruvananthapuram |
| | Symposium | Leave : OD | 07/11/2025 | 07/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2520 | 1 Neethu Mohan (Dr) | Scientist 'E' | Permanent | HOS GENERAL | 12 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 04/12/2025 | 08/12/2025 | Remark : TA/DA/Registration fee from LRA as per Rules | | | | |
| 2525 | 1 Sunil L | Animal Handler - B | Permanent | BMT OBC | 2 | 21/07/2025 | 22/07/2025 | No | TANUVAS - Regional Research Education Centre, Pudukkottai, Tamil Nadu |
| | Programme | Leave : DL | 21/07/2025 | 22/07/2025 | Remark : DA from Institute funds | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 36 | 29/09/2025 | 29/09/2025 | No | PSG Institute of Advanced Studies, Coimbatore |
| | Examiner | Leave : OD | 29/09/2025 | 29/09/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 37 | 08/10/2025 | 10/10/2025 | No | CSIR-CCMB, Hyderabad |
| | Conference | Leave : OD | 08/10/2025 | 10/10/2025 | Remark : Reimburse TA & Accommodation from LRA. | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 35 | 31/05/2025 | 07/06/2025 | Yes | Carins, Australia |
| | Programme | Leave : OD | 30/05/2025 | 06/06/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 41 | 06/03/2026 | 06/03/2026 | No | Dr.DY Patil Dental College and Hospital, Pune |
| | Programme | Leave : OD | 05/03/2026 | 06/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 39 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 03/12/2025 | 06/12/2025 | Remark : Reimburse TA, Accommodation & Registration fees from LRA. | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 40 | 30/01/2026 | 02/02/2026 | No | St. Albert's College, Ernakulam. |
| | Programme | Leave : PD | 30/01/2026 | 02/02/2026 | Remark : (i) TA, DA from Proj.8115 (ii) Amended to change the period of leave. | | | | |
| 2529 | 1 Naresh K (Dr) | Scientist 'D' | Permanent | BMT GENERAL | 34 | 26/06/2025 | 26/06/2025 | No | Bharat Mandapam, New Delhi |
| | Programme | Leave : DL | 25/06/2025 | 26/06/2025 | Remark : TA, DA, Registration Fees from Institute funds | | | | |
| 2532 | 1 Madhusoodanan U.K. (Dr) | Additional Professor | Permanent | HOS GENERAL | 25 | 20/08/2025 | 22/08/2025 | No | Amity University Rajasthan |
| | Conference | Leave : OD | 20/08/2025 | 22/08/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2532 | 1 Madhusoodanan U.K. (Dr) | Additional Professor | Permanent | HOS GENERAL | 23 | 17/05/2025 | 17/05/2025 | No | Carmel College of Engineering & Technology, Alappuzha |
| | Examiner | Leave : DL | 16/05/2025 | 17/05/2025 | Remark : All Expenses from AIIMS New Delhi | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 43

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place | |
|----------|------|-------------------------|----------------------|-------------------|-------------------|---|------------|---------------|-------|---|
| 2532 | 1 | Madhusoodanan U.K. (Dr) | Additional Professor | Permanent | HOS GENERAL | 26 | 05/12/2025 | 06/12/2025 | No | PGIMER Chandigarh |
| | | Examiner | Leave : OD | 04/12/2025 | 09/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2532 | 1 | Madhusoodanan U.K. (Dr) | Additional Professor | Permanent | HOS GENERAL | 27 | 06/01/2026 | 08/01/2026 | No | Dept of Biochemistry, University of Kerala |
| | | Conference | Leave : OD | 06/01/2026 | 08/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2532 | 1 | Madhusoodanan U.K. (Dr) | Additional Professor | Permanent | HOS GENERAL | 24 | 16/07/2025 | 16/07/2025 | No | University of Kerala, Kariavattom |
| | | Programme | Leave : OD | 16/07/2025 | 16/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2549 | 1 | Vishal V. P. | Engineer 'C' | Permanent | HOS GENERAL | 8 | 23/09/2025 | 26/09/2025 | No | NIT Calicut |
| | | Workshop | Leave : OD | 22/09/2025 | 26/09/2025 | Remark : TA/DA from LRA as per Rules | | | | |
| 2549 | 1 | Vishal V. P. | Engineer 'C' | Permanent | HOS GENERAL | 10 | 14/01/2026 | 15/01/2026 | No | AIIMS New Delhi |
| | | Workshop | Leave : DL | 14/01/2026 | 17/01/2026 | Remark : Expenses will be reimbursed by the Organizers. No financial commitment to the Institute | | | | |
| 2549 | 1 | Vishal V. P. | Engineer 'C' | Permanent | HOS GENERAL | 9 | 01/11/2025 | 01/11/2025 | No | M/s Leela Electric, Pampakuda, Ernakulam |
| | | Field Visit | Leave : DL | 01/11/2025 | 01/11/2025 | Remark : Eligible TA/DA from Institute as per Rules | | | | |
| 2549 | 1 | Vishal V. P. | Engineer 'C' | Permanent | HOS GENERAL | 7 | 18/06/2025 | 18/06/2025 | No | Kerala Electrical & Allied Engineering Company Ltd, Ernakulam |
| | | Field Visit | Leave : DL | 18/06/2025 | 18/06/2025 | Remark : TA/DA fro Institute as per Rules, approval dtd 16.06.2025 | | | | |
| 2559 | 1 | Cibin T.R (Dr.) | Additional Professor | Permanent | HOS GENERAL | 24 | 06/01/2026 | 08/01/2026 | No | Dept of Biochemistry University of Kerala |
| | | Seminar | Leave : OD | 06/01/2026 | 08/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2559 | 1 | Cibin T.R (Dr.) | Additional Professor | Permanent | HOS GENERAL | 25 | 18/02/2026 | 18/02/2026 | No | BishopKurialacherry College for Women, Kottayam |
| | | Seminar | Leave : OD | 18/02/2026 | 18/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2559 | 1 | Cibin T.R (Dr.) | Additional Professor | Permanent | HOS GENERAL | 27 | 19/03/2026 | 19/03/2026 | No | LVPEI Hyderabad |
| | | Examiner | Leave : OD | 18/03/2026 | 20/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2559 | 1 | Cibin T.R (Dr.) | Additional Professor | Permanent | HOS GENERAL | 26 | 11/03/2026 | 11/03/2026 | No | Dept of Biochemistry, University of Kerala |
| | | Examiner | Leave : OD | 11/03/2026 | 11/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2564 | 1 | Shivanesan .P (Dr.) | Additional Professor | Permanent | HOS GENERAL | 4 | 09/10/2025 | 11/10/2025 | No | Visakhapatnam |
| | | Conference | Leave : OD | 08/10/2025 | 10/10/2025 | Remark : TA/DA/Registration fee from Institute As per Rules | | | | |
| 2565 | 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 36 | 13/10/2025 | 17/10/2025 | No | IIPA, New Delhi |
| | | Training | Leave : PD | 13/10/2025 | 18/10/2025 | Remark : Reimburse TA / DA expenses from Proj.8206. | | | | |
| 2565 | 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 37 | 16/09/2025 | 18/09/2025 | No | INFINI, Chandigarh |
| | | Programme | Leave : PD | 16/09/2025 | 18/09/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2565 | 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 38 | 03/10/2025 | 03/10/2025 | No | INSA, New Delhi |
| | | Programme | Leave : PD | 02/10/2025 | 03/10/2025 | Remark : TA / DA from Proj.8115 | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 44

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------|-------------------|------------|---------------|--|-------------|------------|---------------|--|
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 32 | 11/07/2025 | 11/07/2025 | No | Hyderabad |
| | Programme | Leave : DL | 10/07/2025 | 12/07/2025 | Remark : (i) TA,DA, Registration fee from Institute fund. (ii) Amended to change the dates. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 33 | 24/06/2025 | 24/06/2025 | No | VIT, Chennai |
| | Workshop | Leave : OD | 24/06/2025 | 24/06/2025 | Remark : TA, Accommodation and Regn fee from LRA. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 39 | 03/11/2025 | 05/11/2025 | No | Bharat Mandapam, New Delhi. |
| | Programme | Leave : PD | 03/11/2025 | 06/11/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8206. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 44 | 06/03/2026 | 06/03/2026 | No | Radission Blu, Coimbatore. |
| | Conference | Leave : PD | 05/03/2026 | 07/03/2026 | Remark : Reimburse TA, DA, Registration fees from Proj.8206. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 34 | 22/08/2025 | 22/08/2025 | No | Kinfra Convention Centre, Kochi. |
| | Programme | Leave : OD | 22/08/2025 | 22/08/2025 | Remark : Reimburse TA & Accommodation from LRA. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 40 | 01/12/2025 | 03/12/2025 | No | IIT Madras, Chennai |
| | Workshop | Leave : PD | 01/12/2025 | 04/12/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8206. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 41 | 07/01/2026 | 09/01/2026 | No | Central University of Kerala, Kasaragod |
| | Programme | Leave : PD | 06/01/2026 | 09/01/2026 | Remark : Reimburse TA, DA & Registration fees from Proj.8206. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 43 | 09/02/2026 | 10/02/2026 | No | IIT Madras |
| | Training | Leave : PD | 09/02/2026 | 10/02/2026 | Remark : Reimburse TA, DA, Registration fees from Proj.8206. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 42 | 17/01/2026 | 17/01/2026 | No | IIT Madras |
| | Programme | Leave : PD | 17/01/2026 | 17/01/2026 | Remark : Reimburse TA / DA from Proj.8206. | | | | |
| 2565 1 | Subhash .N.N. | Engineer 'D' | Permanent | BMT GENERAL | 35 | 22/09/2025 | 26/09/2025 | No | Institute of Public Enterprise (IPE), Hyderabad |
| | Training | Leave : PD | 22/09/2025 | 26/09/2025 | Remark : TA, DA, Regn. Fees from Proj.8206. | | | | |
| 2566 1 | Neethu S. | Engineer 'C' | Permanent | BMT OBC | 11 | 09/10/2025 | 10/10/2025 | No | Leela, Kovalam, Trivandrum |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | Remark : Reimburse Registration Fees from LRA. | | | | |
| 2566 1 | Neethu S. | Engineer 'C' | Permanent | BMT OBC | 14 | 05/01/2026 | 09/01/2025 | No | ARCI, Hyderabad |
| | Training | Leave : | | | Remark : Reimburse DA & TA from Institute funds | | | | |
| 2566 1 | Neethu S. | Engineer 'C' | Permanent | BMT OBC | 13 | 24/11/2025 | 26/11/2025 | No | M/s.Infinipoint Technologies Pvt. Ltd. Mahadevapura, Bangalore |
| | Training | Leave : PD | 23/11/2025 | 27/11/2025 | Remark : Reimburse TA / DA from Proj.8272. | | | | |
| 2566 1 | Neethu S. | Engineer 'C' | Permanent | BMT OBC | 12 | 08/12/2025 | 12/12/2025 | No | ARCI, Hyderabad. |
| | Training | Leave : DL | 07/12/2025 | 13/12/2025 | Remark : Reimburse DA & TA from Institute funds | | | | |
| 2567 1 | Jyothi E. K. (Dr.) | Scientist 'D' | Permanent | HOS GENERAL | 22 | 02/06/2025 | 04/06/2025 | No | Bangalore |
| | Workshop | Leave : OD | 02/06/2025 | 04/06/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 45

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------|----------------------|------------|---------------|---|-------------|------------|---------------|---|
| 2567 | 1 Jyothi E. K. (Dr.) | Scientist 'D' | Permanent | HOS GENERAL | 20 | 11/04/2025 | 15/04/2025 | Yes | Vienna, Austria |
| | Conference | Leave : OD | 09/04/2025 | 16/04/2025 | Remark : TA/DA/Registration fee from LRA as per Rules | | | | |
| 2567 | 1 Jyothi E. K. (Dr.) | Scientist 'D' | Permanent | HOS GENERAL | 23 | 17/09/2025 | 18/09/2025 | No | NIV Pune |
| | Training | Leave : OD | 17/09/2025 | 18/09/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2568 | 1 Dinoop K. P. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 34 | 04/09/2025 | 07/09/2025 | No | AIIMS Mangalagiri |
| | Conference | Leave : OD | 04/09/2025 | 06/09/2025 | Remark : TA/DA/ Registration fee from LRA as per Rules | | | | |
| 2568 | 1 Dinoop K. P. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 37 | 05/02/2026 | 06/02/2026 | No | Thiruvananthapuram |
| | Meeting | Leave : OD | 05/02/2026 | 06/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2568 | 1 Dinoop K. P. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 36 | 28/02/2026 | 28/02/2026 | No | SSSIHMS Bengaluru |
| | Conference | Leave : OD | 27/02/2026 | 27/02/2026 | Remark : TA/DA/Registration fee from LRA as per Rules | | | | |
| 2568 | 1 Dinoop K. P. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 35 | 20/11/2025 | 21/11/2025 | No | New Delhi |
| | Conference | Leave : DL | 19/11/2025 | 21/11/2025 | Remark : Without any financial commitment to the Institute. Expenses from ICMR VRDL project 8268 | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 53 | 12/09/2025 | 12/09/2025 | No | Al Ameen College, Edathala |
| | Seminar | Leave : OD | 12/09/2025 | 12/09/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 48 | 17/06/2025 | 18/06/2025 | No | Pushpagiri,Tiruvalla |
| | Conference | Leave : OD | 17/06/2025 | 18/06/2025 | Remark : Without any financial commitments to the Institute | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 57 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 04/12/2025 | 08/12/2025 | Remark : Reimburse TA, Accommodation & Registration fees from LRA. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 58 | 19/01/2026 | 19/01/2026 | No | Rajagiri College of Social Sciences, Kochi |
| | Programme | Leave : OD | 19/01/2026 | 19/01/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 59 | 15/01/2026 | 16/01/2026 | No | University of Calicut |
| | Workshop | Leave : OD | 15/01/2026 | 16/01/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 61 | 23/02/2026 | 23/02/2026 | No | MG College, Thiruvananthapuram. |
| | Seminar | Leave : OD | 23/02/2026 | 23/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 62 | 05/03/2026 | 06/03/2026 | No | iCEIB, University of Kerala, Kariyavattom Campus, Thiruvananthapuram. |
| | Examiner | Leave : OD | 05/03/2026 | 06/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 60 | 22/01/2026 | 22/01/2026 | No | M/s.Synaptocore Technology, New Delhi |
| | Programme | Leave : PD | 22/01/2026 | 23/01/2026 | Remark : Reimburse TA, DA from TRC Proj.8115. | | | | |
| 2569 | 1 Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 63 | 12/03/2026 | 13/03/2026 | No | SV NSS College, Thrissur & NSS College, Ottapalam. |
| | Programme | Leave : OD | 12/03/2026 | 13/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 46

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-----------------------|----------------------|------------|---------------|---|-------------|------------|---------------|---|
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 49 | 05/06/2025 | 05/06/2025 | No | MV HSS Arumanoor, Poovar, Trivandrum |
| | Programme | Leave : OD | 05/06/2025 | 05/06/2025 | Remark : Without any financial commitments to the Institute | | | | |
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 54 | 22/09/2025 | 26/09/2025 | No | Institute of Public Enterprise, Hyderabad |
| | Training | Leave : OD | 22/09/2025 | 26/09/2025 | Remark : TA from LRA | | | | |
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 52 | 08/08/2025 | 08/08/2025 | No | Dept. of Zoology, University of Kerala |
| | Examiner | Leave : OD | 08/08/2025 | 08/08/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 50 | 17/05/2025 | 17/05/2025 | No | Kerala Legislative Assembly, Trivandrum |
| | Programme | Leave : OD | 17/05/2025 | 17/05/2025 | Remark : Without any financial commitment to the institute. | | | | |
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 51 | 03/04/2025 | 04/04/2025 | No | University of Kerala, Kariavattom |
| | Examiner | Leave : OD | 03/04/2025 | 04/04/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 55 | 06/11/2025 | 09/11/2025 | No | Holiday Inn Lucknow Airport, Lucknow |
| | Conference | Leave : OD | 06/11/2025 | 06/11/2025 | Remark : (i) TA, DA & Registration fees from the Institute Funds.(ii) Personal leave on 07.11.2025 & Suffix 08.11.2025, 09.11.2025 | | | | |
| 2569 1 | Renjith P. Nair (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 56 | 09/10/2025 | 10/10/2025 | No | The Leela, Kovalam, Trivandrum |
| | Programme | Leave : DL | 09/10/2025 | 10/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 37 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : OD | 29/09/2025 | 01/10/2025 | Remark : TA/DA from the TRC Project 8115 as per Rules | | | | |
| | | DL | 03/10/2025 | 04/10/2025 | | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 33 | 29/09/2025 | 30/09/2025 | No | Sri Ramachandra Institute of Higher Education and Research, Chennai |
| | Examiner | Leave : OD | 29/09/2025 | 01/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 35 | 10/10/2025 | 12/10/2025 | Yes | JAPAN |
| | Conference | Leave : OD | 08/10/2025 | 13/10/2025 | Remark : Reimbursement of expenses from Institute Financial support for Conference abroad and LRA as per Rules | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 36 | 26/10/2025 | 29/10/2025 | Yes | Perth, Australia |
| | Conference | Leave : OD | 24/10/2025 | 31/10/2025 | Remark : ANRF International Travel Grant and LRA as per Rules | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 39 | 14/11/2025 | 15/11/2025 | No | Mumbai |
| | Conference | Leave : DL | 17/11/2025 | 20/11/2025 | Remark : TA/DA/Registration fee from Institute as per rules | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 32 | 22/07/2025 | 23/07/2025 | No | Govt Medical College Thiruvananthapuram |
| | Examiner | Leave : OD | 22/07/2025 | 23/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2570 1 | Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 40 | 03/12/2025 | 04/12/2025 | No | JIPMER Puducherry |
| | Examiner | Leave : | | | Remark : without any financial commitment to the Institute with EL from 02.12.2025 to 05.12.2025 | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 47

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------|----------------------|------------|---------------|---|-------------|------------|---------------|---|
| 2570 | 1 Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 38 | 17/11/2025 | 19/11/2025 | No | JNCASR Bangalore |
| | Training | Leave : DL | 17/11/2025 | 20/11/2025 | Remark : TA/DA from Institute as preRules | | | | |
| 2570 | 1 Amita R. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 34 | 19/09/2025 | 21/09/2025 | No | gurgaon |
| | Conference | Leave : DL | 19/09/2025 | 23/09/2025 | Remark : TA/DA/Registration fee from Project 5448 as per project rules | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 19 | 28/08/2025 | 29/08/2025 | No | Vapi, Gujarat |
| | Programme | Leave : OD | 27/08/2025 | 30/08/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 20 | 22/08/2025 | 22/08/2025 | No | KINFRA International Exhibition Centre, Kochi |
| | Workshop | Leave : OD | 21/08/2025 | 22/08/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 18 | 09/10/2025 | 10/10/2025 | No | Leela, Kovalam, Thiruvananthapuram |
| | Conference | Leave : OD | 09/10/2025 | 10/10/2025 | Remark : Reimburse the Registration Fees from LRA. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 22 | 19/09/2025 | 20/09/2025 | No | AIIMS Mangalagiri |
| | Conference | Leave : OD | 18/09/2025 | 20/09/2025 | Remark : Reimburse TA / Accommodation from LRA. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 21 | 03/09/2025 | 03/09/2025 | No | Indian Pharmacopoeia Commission, Ghaziabad |
| | Meeting | Leave : PD | 02/09/2025 | 04/09/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 23 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 03/12/2025 | 06/12/2025 | Remark : Reimburse TA & Registration Fee from LRA. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 25 | 04/01/2026 | 05/01/2026 | No | Bengaluru |
| | Programme | Leave : OD | 05/01/2026 | 05/01/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 24 | 29/10/2025 | 31/10/2025 | No | DHR, New Delhi |
| | Workshop | Leave : PD | 28/10/2025 | 31/10/2025 | Remark : Reimburse TA, DA expenses from Proj.5355. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 26 | 27/02/2026 | 27/02/2026 | No | IISER Pune. |
| | Programme | Leave : OD | 26/02/2026 | 27/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2572 | 1 Amrutha C. | Scientist 'D' | Permanent | BMT GENERAL | 27 | 14/03/2026 | 14/03/2026 | No | New Delhi. |
| | Programme | Leave : OD | 13/03/2026 | 14/03/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 33 | 01/12/2025 | 03/12/2025 | No | IIT Madras, Chennai |
| | Workshop | Leave : PD | 30/11/2025 | 04/12/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8274. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 32 | 13/10/2025 | 17/10/2025 | No | Indian Institute of Public Administration (IIPA), New Delhi |
| | Training | Leave : PD | 13/10/2025 | 18/10/2025 | Remark : Reimburse TA, DA, Regn. Fees, if any from Proj.8274. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 39 | 20/04/2026 | 20/04/2024 | No | Taj Hotel, Kochi |
| | Programme | Leave : | | | Remark : TA / DA from Institute funds | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 48

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------------|-------------------|------------|---------------|---|-------------|------------|---------------|--|
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 36 | 17/01/2026 | 17/01/2026 | No | IIT Madras |
| | Conference | Leave : OD | 17/01/2026 | 18/01/2026 | Remark : Reimburse TA, Registration Fees & Accommodation from LRA. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 31 | 11/07/2025 | 11/07/2025 | No | Hyderabad |
| | Programme | Leave : DL | 10/07/2025 | 12/07/2025 | Remark : (i) TA,DA, Registration fee from Institute fund. (ii) Amended to change the dates. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 37 | 17/03/2026 | 18/03/2026 | No | Scott Christian College, Nagercoil, Tamil Nadu |
| | Programme | Leave : OD | 18/03/2026 | 18/03/2026 | Remark : Reimburse TA, Accommodation from LRA. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 35 | 07/01/2026 | 09/01/2026 | No | Central University of Kerala, Kasaragod |
| | Programme | Leave : PD | 07/01/2026 | 10/01/2026 | Remark : Reimburse TA, DA & Registration fees from Proj.8274. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 34 | 12/01/2026 | 14/01/2025 | No | St.Xavier's college, Thumba |
| | Conference | Leave : | | | Remark : Reimburse TA & Accommodation from LRA. | | | | |
| 2573 | 1 Manoj G.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 38 | 27/03/2026 | 27/03/2026 | No | BSNL Bhavan, Ernakulam |
| | Programme | Leave : DL | 27/03/2026 | 27/03/2026 | Remark : TA / DA from Institute funds | | | | |
| 2574 | 1 Arvind Kumar Prajapati | Engineer 'D' | Permanent | BMT GENERAL | 11 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 05/12/2025 | 06/12/2025 | Remark : Reimburse TA, Accommodation & Registration Fees from LRA. | | | | |
| 2574 | 1 Arvind Kumar Prajapati | Engineer 'D' | Permanent | BMT GENERAL | 12 | 27/02/2026 | 28/02/2026 | No | ONLINE |
| | Conference | Leave : OD | 27/02/2026 | 27/02/2026 | Remark : (i) Reimburse Registration fees from LRA. (ii) 28/02/2026 (Holiday) - Suffixed | | | | |
| 2574 | 1 Arvind Kumar Prajapati | Engineer 'D' | Permanent | BMT GENERAL | 9 | 10/09/2025 | 13/09/2025 | No | International Convention Centre, Hyderabad |
| | Programme | Leave : OD | 09/09/2025 | 12/09/2025 | Remark : TA, Registration Fees from LRA | | | | |
| 2574 | 1 Arvind Kumar Prajapati | Engineer 'D' | Permanent | BMT GENERAL | 10 | 22/11/2025 | 22/11/2025 | No | The South India Textile Research Association (SITRA), Coimbatore |
| | Programme | Leave : PD | 22/11/2025 | 23/11/2025 | Remark : Reimburse TA, DA from Proj.8202. | | | | |
| 2580 | 1 Divya M.S (Dr.) | Scientist 'C' | Permanent | HOS GENERAL | 11 | 29/10/2025 | 01/11/2025 | No | Thiruvananthapuram |
| | Meeting | Leave : OD | 29/10/2025 | 01/11/2025 | Remark : With Reg. fee from Proj#5459 as per rules. LoD order dtd. 31.10.2025 stands hereby amended. | | | | |
| 2580 | 1 Divya M.S (Dr.) | Scientist 'C' | Permanent | HOS GENERAL | 13 | 18/12/2025 | 19/12/2025 | No | IMHANS Kozhikode |
| | Workshop | Leave : OD | 18/12/2025 | 19/12/2025 | Remark : without any financial commitment to the Institute | | | | |
| 2580 | 1 Divya M.S (Dr.) | Scientist 'C' | Permanent | HOS GENERAL | 12 | 07/11/2025 | 07/11/2025 | No | IISER Thiruvananthapuram |
| | Symposium | Leave : OD | 07/11/2025 | 07/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2582 | 1 Saurabh S. Nair | Engineer 'D' | Permanent | BMT GENERAL | 13 | 11/07/2025 | 11/07/2025 | No | Hyderabad |
| | Programme | Leave : DL | 10/07/2025 | 12/07/2025 | Remark : (i) TA,DA, Registration fee from Institute fund. (ii) Amended to change the dates. | | | | |
| 2582 | 1 Saurabh S. Nair | Engineer 'D' | Permanent | BMT GENERAL | 15 | 11/03/2026 | 11/03/2026 | No | ONLINE |
| | Conference | Leave : | | | Remark : Registration fee from P.8269 | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 49

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|--------------------|----------------------|------------|---------------|--|-------------|------------|---------------|--|
| 2582 | 1 Saurabh S. Nair | Engineer 'D' | Permanent | BMT GENERAL | 14 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : PD | 03/12/2025 | 06/12/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8262. | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 33 | 05/12/2025 | 10/12/2025 | No | Punjab University, Chandigarh |
| | Programme | Leave : PD | 05/12/2025 | 10/12/2025 | Remark : TA, DA from Proj.8115 | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 34 | 09/01/2026 | 11/01/2026 | No | Govt. HSS, Meppadi, Wayanad. |
| | Programme | Leave : OD | 08/01/2026 | 09/01/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 35 | 19/12/2025 | 19/12/2025 | No | CIPET IPT Kochi |
| | Programme | Leave : PD | 19/12/2025 | 19/12/2025 | Remark : Reimburse TA from Proj.8115. | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 37 | 26/03/2026 | 27/03/2026 | No | CIPET, Bengaluru |
| | Conference | Leave : PD | 27/03/2026 | 27/03/2026 | Remark : Reimburse TA & DA from Proj.7457. | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 30 | 05/06/2025 | 05/06/2025 | No | Christ Nagar Public School Maranalloor, Trivandrum |
| | Programme | Leave : OD | 05/06/2025 | 05/06/2025 | Remark : Without any financial commitment to the institute | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 32 | 07/11/2025 | 08/11/2025 | No | CIPET, Kochi |
| | Conference | Leave : PD | 06/11/2025 | 08/11/2025 | Remark : Reimburse TA, DA expenses from Proj.7457. | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 28 | 16/05/2025 | 17/05/2025 | No | Amal Jyothi College of Engg., Kottayam |
| | Programme | Leave : DL | 16/05/2025 | 17/05/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 29 | 29/04/2025 | 01/05/2025 | No | CIPET, Kochi |
| | Programme | Leave : PD | 29/04/2025 | 01/05/2025 | Remark : TA,DA from Proj.7457 | | | | |
| 2586 | 1 Gijo Raj (Dr.) | Scientist 'D' | Permanent | BMT GENERAL | 31 | 30/06/2025 | 01/07/2025 | No | CIPET, Kochi |
| | Programme | Leave : PD | 30/06/2025 | 01/07/2025 | Remark : Reimburse TA/DA expenses from Proj.7457 | | | | |
| 2588 | 1 Srikant A. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 8 | 24/02/2026 | 25/02/2026 | No | Pune |
| | Meeting | Leave : OD | 23/02/2026 | 26/02/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2588 | 1 Srikant A. (Dr.) | Additional Professor | Permanent | HOS GENERAL | 7 | 09/04/2025 | 15/04/2025 | No | INSA New Delhi |
| | Programme | Leave : OD | 08/04/2025 | 15/04/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 26 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : PD | 03/12/2025 | 08/12/2025 | Remark : Reimburse TA, DA & Registration fees from Proj.8270. | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 27 | 04/02/2026 | 05/02/2026 | No | Al-Ameen College, Edathala |
| | Seminar | Leave : OD | 03/02/2026 | 04/02/2026 | Remark : Without any financial commitments to the Institute. | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 28 | 30/01/2026 | 31/01/2026 | No | KSCSTE |
| | Programme | Leave : PD | 30/01/2026 | 31/01/2026 | Remark : TA, DA & Registration fees from Proj.8270. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 50

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|-------------------------|----------------------------------|------------|---------------|---|-------------|------------|---------------|---|
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 25 | 08/10/2025 | 08/10/2025 | No | St. Joseph's College, Irinjalakuda |
| | Conference | Leave : OD | 07/10/2025 | 09/10/2025 | Remark : Without any financial commitments to the Institute. | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 24 | 13/10/2025 | 17/10/2025 | No | Xavier School of Human Resource Management, Bhubaneshwar |
| | Training | Leave : PD | 13/10/2025 | 18/10/2025 | Remark : Reimburse TA/DA from Proj.8270. | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 22 | 29/08/2025 | 30/08/2025 | No | Anna University, Kotturpuram, Chennai |
| | Conference | Leave : PD | 28/08/2025 | 30/08/2025 | Remark : Reimburse TA / DA expenses from Proj.8270. | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 21 | 08/04/2025 | 08/04/2025 | No | Rajas Medical Institutions, Tamil Nadu |
| | Workshop | Leave : OD | 08/04/2025 | 08/04/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2589 | 1 Manju S.(Dr.) | Scientist 'F' | Permanent | BMT GENERAL | 23 | 17/09/2025 | 18/09/2025 | No | Dr. Prabhakar Kore Basic Sciences Research Center, Belagavi |
| | Programme | Leave : PD | 17/09/2025 | 18/09/2025 | Remark : Without any financial commitment to the Institute. | | | | |
| 2591 | 1 Rakhal Gaitonde (Dr.) | Professor | Permanent | HOS GENERAL | 22 | 14/10/2025 | 14/10/2025 | No | Thiruvalla |
| | Seminar | Leave : OD | 14/10/2025 | 14/10/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2591 | 1 Rakhal Gaitonde (Dr.) | Professor | Permanent | HOS GENERAL | 23 | 16/10/2025 | 17/10/2025 | No | Chennai |
| | Conference | Leave : OD | 14/10/2025 | 14/10/2025 | Remark : without any financial commitment to the Institute | | | | |
| | | OD | 17/10/2025 | 18/10/2025 | | | | | |
| 2591 | 1 Rakhal Gaitonde (Dr.) | Professor | Permanent | HOS GENERAL | 21 | 27/06/2025 | 27/06/2025 | No | NIE Chennai |
| | Examiner | Leave : OD | 26/06/2025 | 27/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2591 | 1 Rakhal Gaitonde (Dr.) | Professor | Permanent | HOS GENERAL | 24 | 29/12/2025 | 29/12/2025 | No | Kovalam |
| | Conference | Leave : OD | 29/12/2025 | 29/12/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2593 | 1 Sivaprasad R. | Senior Medical Records Officer - | Permanent | HOS GENERAL | 12 | 27/02/2026 | 27/02/2026 | No | Corporation of Thiruvananthapuram |
| | Meeting | Leave : DL | 27/02/2026 | 27/02/2026 | Remark : Duty Leave without any financial commitment to the Institute. | | | | |
| 2595 | 1 Jijo P.T. | Tech. Asst. (Instruments)--A | Permanent | BMT GENERAL | 5 | 04/12/2025 | 07/12/2025 | No | IIT Ropar |
| | Conference | Leave : OD | 03/12/2025 | 08/12/2025 | Remark : Reimburse TA, DA & Registration fee from Institute funds. | | | | |
| 2623 | 1 Rekha M. | Social Worker - B | Permanent | HOS GENERAL | 1 | 16/09/2025 | 21/09/2025 | No | New Delhi |
| | Conference | Leave : OD | 16/09/2025 | 20/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2624 | 1 Ganesh Divakar (Dr.) | Associate Professor | Permanent | HOS GENERAL | 11 | 29/11/2025 | 29/11/2025 | No | Govt Medical College Kollam |
| | Workshop | Leave : OD | 29/11/2025 | 29/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2624 | 1 Ganesh Divakar (Dr.) | Associate Professor | Permanent | HOS GENERAL | 12 | 22/01/2026 | 24/01/2026 | No | Pune |
| | Conference | Leave : OD | 22/01/2026 | 23/01/2026 | Remark : TA/DA/Registration fee from Institute fund as per Rules | | | | |
| 2666 | 1 Jinsha Dickson N S | Nursing Officer - A | Permanent | HOS OBC | 1 | 26/07/2025 | 27/07/2025 | No | KOCHI |
| | Symposium | Leave : | | | Remark : As per approval dated 11.08.2025. TA/DA as per rules. | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 51

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|---------------------------|---------------------|------------|---------------|---|-------------|------------|---------------|--------------------------|
| 2670 1 | Jyothi Vijay M S (Dr) | Assistant Professor | Permanent | HOS GENERAL | 11 | 05/07/2025 | 05/07/2025 | No | Kozhikode |
| | Conference | Leave : OD | 05/07/2025 | 05/07/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2670 1 | Jyothi Vijay M S (Dr) | Assistant Professor | Permanent | HOS GENERAL | 12 | 31/10/2025 | 02/11/2025 | No | Visakhapatnam, AP |
| | Conference | Leave : OD | 30/10/2025 | 01/11/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2670 1 | Jyothi Vijay M S (Dr) | Assistant Professor | Permanent | HOS GENERAL | 10 | 03/05/2025 | 03/05/2025 | No | Kozhikode |
| | Conference | Leave : OD | 03/05/2025 | 03/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2670 1 | Jyothi Vijay M S (Dr) | Assistant Professor | Permanent | HOS GENERAL | 13 | 26/03/2026 | 26/03/2026 | No | Kottayam |
| | Conference | Leave : OD | 26/03/2026 | 26/03/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2671 1 | Asish Vijayaraghavan (Dr) | Assistant Professor | Permanent | HOS GENERAL | 6 | 29/10/2025 | 02/11/2025 | No | Varanasi |
| | Conference | Leave : OD | 30/10/2025 | 01/11/2025 | Remark : Registration fee from LRA as per rules | | | | |
| 2672 1 | Vinu Rajendran (Dr) | Assistant Professor | Permanent | HOS OBC | 9 | 01/08/2025 | 03/08/2025 | No | Chennai |
| | Conference | Leave : OD | 31/07/2025 | 02/08/2025 | Remark : TA/DA/REgistration fee from LRA as per Rules | | | | |
| 2672 1 | Vinu Rajendran (Dr) | Assistant Professor | Permanent | HOS OBC | 8 | 31/05/2025 | 04/06/2025 | Yes | Milan Italy |
| | Conference | Leave : OD | 30/05/2025 | 06/06/2025 | Remark : Reimbursement of expenses from Institute Travel Grant for international conference and LRA as per rules | | | | |
| 2672 1 | Vinu Rajendran (Dr) | Assistant Professor | Permanent | HOS OBC | 10 | 27/11/2025 | 30/11/2025 | No | Jaipur |
| | Conference | Leave : OD | 26/11/2025 | 01/12/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2672 1 | Vinu Rajendran (Dr) | Assistant Professor | Permanent | HOS OBC | 11 | 18/02/2026 | 19/02/2026 | No | JIPMER PUDUCHERRY |
| | Programme | Leave : DL | 17/02/2026 | 20/02/2026 | Remark : Nominated to the INI CET Open Round seat allocation and expnese will be met by AIIMS New Delhi | | | | |
| 2673 1 | Mamatha Munaf(Dr) | Assistant Professor | Permanent | HOS GENERAL | 2 | 20/09/2025 | 21/09/2025 | No | Mahabalipuram |
| | Conference | Leave : OD | 19/09/2025 | 20/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2673 1 | Mamatha Munaf(Dr) | Assistant Professor | Permanent | HOS GENERAL | 3 | 23/01/2026 | 23/01/2026 | No | AIIMS NAGPUR |
| | Conference | Leave : OD | 22/01/2026 | 23/01/2026 | Remark : TA/DA Regsitation fee from Institute as per Rules | | | | |
| 2674 1 | Kiren George Koshy (Dr) | Assistant Professor | Permanent | HOS GENERAL | 10 | 29/10/2025 | 02/11/2025 | No | Varanasi |
| | Conference | Leave : OD | 30/10/2025 | 01/11/2025 | Remark : Registration fee from LRA as per Rules | | | | |
| 2674 1 | Kiren George Koshy (Dr) | Assistant Professor | Permanent | HOS GENERAL | 8 | 09/05/2025 | 09/05/2025 | No | NISH TVM |
| | Examiner | Leave : OD | 09/05/2025 | 09/05/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2674 1 | Kiren George Koshy (Dr) | Assistant Professor | Permanent | HOS GENERAL | 9 | 22/08/2025 | 24/08/2025 | No | Chennai |
| | Conference | Leave : OD | 22/08/2025 | 22/08/2025 | Remark : Registration fee from LRA as per Rules | | | | |
| 2674 1 | Kiren George Koshy (Dr) | Assistant Professor | Permanent | HOS GENERAL | 11 | 12/11/2025 | 12/11/2025 | No | NISH, Thiruvananthapuram |
| | Examiner | Leave : OD | 12/11/2025 | 12/11/2025 | Remark : Without any financial commitment to the Institute | | | | |

Staff on duty leave Period from 01/04/2025 to 31/03/2026, Emp.Type : Permanent, Leave Type : All (OD,DL,PD) , Conf.Type : A Page 52

| Emp Code | Name | Designation | Emp. Type | Vertical Res. | Conf SI | Period from | Period To | foreign visit | Place |
|----------|------------------------------|-----------------------------------|-------------------|-------------------|---|-------------|------------|---------------|-------------------------------|
| 2680 | 1 Pandi Meena N | Technical Assistant (Is & Ir) - A | Permanent | HOS GENERAL | 2 | 20/09/2025 | 21/09/2025 | No | Chandigarh |
| | Conference | Leave : OD | 19/09/2025 | 24/09/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2680 | 1 Pandi Meena N | Technical Assistant (Is & Ir) - A | Permanent | HOS GENERAL | 3 | 07/02/2026 | 08/02/2026 | No | Mangalore |
| | Conference | Leave : OD | 06/02/2026 | 09/02/2026 | Remark : without any financial commitment to the Institute | | | | |
| 2684 | 1 Renjith S (Dr) | Assistant Professor | Permanent | HOS GENERAL | 7 | 13/06/2025 | 14/06/2025 | No | Madurai |
| | Conference | Leave : OD | 12/06/2025 | 13/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2684 | 1 Renjith S (Dr) | Assistant Professor | Permanent | HOS GENERAL | 8 | 24/01/2026 | 25/01/2026 | No | Manipal Hospital,Kolkata |
| | Conference | Leave : OD | 23/01/2026 | 23/01/2026 | Remark : TA/DA/Registration fee from LRA as per rules | | | | |
| 2685 | 1 Reshma John | Lib.Cum Doc.Assistant - A | Permanent | HOS GENERAL | 2 | 11/03/2026 | 13/03/2026 | No | ISI Bangalore |
| | Conference | Leave : OD | 09/03/2026 | 09/03/2026 | Remark : TA/DA/Registration fee from Institute as per Rules. | | | | |
| | | OD | 10/03/2026 | 13/03/2026 | | | | | |
| 2685 | 1 Reshma John | Lib.Cum Doc.Assistant - A | Permanent | HOS GENERAL | 3 | 09/03/2026 | 11/03/2026 | No | University of Kerala, Palayam |
| | Conference | Leave : OD | 09/03/2026 | 09/03/2026 | Remark : TA/DA/Registration fee from Institute as per rules | | | | |
| | | OD | 10/03/2026 | 13/03/2026 | | | | | |
| 2694 | 1 Prajna Bhargavi Kota (Dr.) | Assistant Professor | Permanent | HOS GENERAL | 3 | 09/10/2025 | 11/10/2025 | No | Visakhapatnam |
| | Conference | Leave : OD | 08/10/2025 | 11/10/2025 | Remark : TA/DA/Registration fee from Institute as per Rules | | | | |
| 2694 | 1 Prajna Bhargavi Kota (Dr.) | Assistant Professor | Permanent | HOS GENERAL | 2 | 04/06/2025 | 07/06/2025 | Yes | New Orleans, USA |
| | Conference | Leave : OD | 03/06/2025 | 06/06/2025 | Remark : Without any financial commitment to the Institute | | | | |
| 2707 | 1 Nayana L R | Speech Therapist - A | Permanent | HOS GENERAL | 2 | 10/10/2025 | 11/10/2025 | No | Kovalam, Trivandrum |
| | Conference | Leave : OD | 10/10/2025 | 10/10/2025 | Remark : Registration fee and TA from Institute as per Rules | | | | |
| 2719 | 1 Ajay Alex (Dr) | Associate Professor | Permanent | HOS GENERAL | 4 | 08/01/2026 | 11/01/2026 | No | Chennai |
| | Conference | Leave : OD | 08/01/2026 | 09/01/2026 | Remark : Without any financial commitment to the Institute | | | | |
| 2719 | 1 Ajay Alex (Dr) | Associate Professor | Permanent | HOS GENERAL | 3 | 03/10/2025 | 03/10/2025 | No | INSA Auditorium New Delhi |
| | Programme | Leave : DL | 03/10/2025 | 03/10/2025 | Remark : TA/DA from the TRC Project 8115 as per Rules | | | | |

Total Count: 761