**Letter of permission to copy Employment Record (ก.ม.1)**

Written at……………………………………….

Date…………..month……………..year(B.E.)……………

Subject Permission to copy staff record

To Chief of planning and Information, Human resource Division

I am (Mr,Mrs,Miss)…………………….………………………………………………………………..

work in position…………………………………Department/Fac.………………………………………………

phone number…………………………………………..

|  |  |  |
| --- | --- | --- |
| Employee status | 🞏 Public Servant | 🞏 Permanent Employee |
|  | 🞏 University Staff | 🞏 others |

Would like to make a copy of Employment Record (ก.ม.1) totally…………………….receipt(s)

for the reason of…………………………………………………………….…………………………………….

Please kindly consider the request

Signature…………………………………..Petitione

(……………………………………….)

|  |  |
| --- | --- |
| **Officer** | **Petitioner** |
| For your consideration | I have received the document |
| 🞏 Approved | totally………………receipts |
| 🞏 Not approved |  |
| Signature ………………………….. | Signature ………………………….. |
| (…………………..……..) | (…………………..……..) |
| Chief of planning and Information | ………. / …………….. / …….. |
| ………. / …………….. / …….. |  |