

jun 13th 2017

To
The Dean
CUTM-PKD

Sub: Request for approval to Attended the National seminar on recent developments & applications of functional materials held during 23rd to 24th Dec 2017 at Dept. of Chemistry CUTM Paralakhemundi.

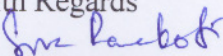
Dear Sir,

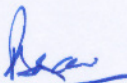
I am(I. Siva Ramakoti) request you to grant permission to Attended the National seminar on recent developments & applications of functional materials held during 23rd to 24th Dec 2017 at Dept. of Chemistry CUTM Paralakhemundi.

Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

With Regards


I. Siva Ramakoti



Dean



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : 03/01/2018

Name of Employee : T. Siva Ramakoti

Purpose of Expenditure : Seminars

Expenditure Budget Head : _____

SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	2000/-	
02			2000/-
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	2000/-	2000/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Siva Ramakoti

Signature of Claimant

K. S. S. S.

Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

[Signature]

Registrar

Dy. Registrar Finance

JITM 2017 - 2018
At-VillageAlluriNagar,P.O.-RSitapur,Via-
UppaladaParalakhemundi,Dist: Gajapati – 761211,Odisha,
IndiaPhone:(06815) 222999,223088, Fax: (06815)222150


JournalVoucher

No. :JV/03/228

Dated: 11-Jan-18

Particulars	Debit	Credit
Conference Registration Fee	Dr ₹2000.00	₹2000.00
Travel and Conveyance	Dr	
To Siva Ramakoti		
	₹2000.00	₹2000.00

On Account of:
Being the expenses incurred by Siva Ramakoti for conference purpose is now accounted.


Authorised Signatory