To The Dean- Admin, MSSSoA CUTM-PKD

Sub: Request for approval to attend 'National Seminar on Sustainable Resource Management for Enhancing Farm income, National security and Livelihood improvement on 1st to - 3rd February, 2019 at Vishwa Bharti, Shanti Niketan, Birbhum, West Bengal

Dear Sir,

I am J.B.Palai request you to grant permission to attend 'National Seminar on Sustainable Resource Management for Enhancing Farm income, National security and Livelihood improvement on 1st to - 3rd February, 2019 at Vishwa Bharti, Shanti Niketan, Birbhum, West Bengal.

Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

With Regards

J.B.Palai

Asst. Professor

MSSSoA

G. - q - 1m



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date: 9/2/2019

Name of Employee	:	J. B. Palai	•	
Purpose of Expenditure	:	Conference		

Expenditure Budget Head:

SETTLEMENT OF EXPENDITURE

SI. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)	
01	Registation fees	2000 /-		
02			4560/-	
03	Travel Allownces	2560/-		
04				
05				
06				
07				
08				
09				
10				
11				
12				
	Total Expenditure :	4560/-	4560/-	
		,		
	Less advance taken (if any) :			
	Balance to be (Refund/ Payment) :			

Signature of Claimant

Recommended by

(Dean/Dy. Registrar/HOD)

Checked by

Dy. Registrar Finance

Registrar

J I T M 2018 - 2019 At - Village Alluri Nagar,P.O. - R Sitapur, Via- Uppalada Paralakhemundi,Dist: Gajapati – 761211,Odisha, India Phone: (06815) 222999, 223088, Fax: (06815) 222150

Journal Voucher

No.: JV/03/094

Dated: 18-Fe

count of : the expenses incurred by Dr.J.B.Palai for Conference purpose is now accounted.		Debit	C
J.B.Palai Dr	Dr	2000.00	
scount of :		2560.00	₹ 456
			,
the expenses incurred by Dr.J.B.Palai for Conference purpose is now accounted.			
	-	₹ 4560.00	₹ 45

Authorised Signa