To The Dean CUTM-PKD

Sub: Request for approval to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Dear Madam,

I am(Amir Prasad Behera) request you to grant permission to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Conference registration fee may kindly be reimbursed.

Thanking you

With Regards

Amir Prasad Behera

Am



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date: 12th Jan 2020

Name of Employee	:	Amin Prasad Behera		
Purpose of Expenditure	:	1LMSEA-2019		
Expenditure Budget Head	:			

SETTLEMENT OF EXPENDITURE

SI. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	25WH	
02		1	2500/-
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	25WH	2500/-
	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

JITM 2019 - 2020

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/03/182

Dated : 23-Jan-20

Particulars	Debit	Credit
Conference Registation fee To Amir Prasad Behera	₹ 2500.00	₹ 2500.00
On Account of Being the expenses incurred by Amir Prasad Behera for conference purpose is now	accounted.	
	₹ 2500.00	₹ 2500.00

Authorised Signatory