

December 7th 2019

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(Sashi Bhusan Maharana) 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

*Sashi Bhusan Maharana*  
With Regards

Sashi Bhusan Maharana

*Sashi Bhusan Maharana*



# JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

## PARALAKHEMUNDI

Date : 14th Jan 2020

Name of Employee : Sashi Bhushan Mahapatra, CSE, PKD  
Purpose of Expenditure : ICMSEA-2019  
Expenditure Budget Head : \_\_\_\_\_

### SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	2500/-	2500/-
02			
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	2500/-	2500/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Sashi Bhushan Mahapatra  
Signature of Claimant

[Signature]  
Recommended by  
(Dean/Dy. Registrar/HOD)

Checked by

\_\_\_\_\_  
Dy. Registrar Finance

[Signature]  
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/03/194**

Dated : 21-Ja

Particulars		Debit	Cr
Conference Registration fee To Sashi Bhusan Maharana	Dr	₹ 2500.00	₹ 2500.00
		₹ 2500.00	₹ 2500.00

**On Account of :**

Being the expenses incurred by Sashi Bhusan Maharana for conference purpose is now accounted.

Authorised Signa