

December 10th 2017

To  
The Dean- Admin,  
MSSSoA  
CUTM-PKD

Sub: Approval required to attend 2nd International Conference on Management, Science, Engineering and Application (ICMSEA-2017) at BITS, Vishakhapatnam from 22nd to 24th Dec-2017.

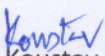
Dear Sir,

I am Dr. Koustav Kumar Panda request you to grant permission to attend 2nd International Conference on Management, Science, Engineering and Application (ICMSEA-2017) at BITS, Vishakhapatnam from 22nd to 24th Dec-2017.

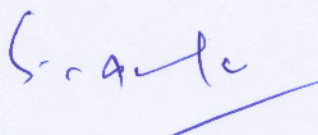
Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

With Regards

  
Dr. Koustav Kumar Panda

Asst. Professor, MSSSoA





# JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

## PARALAKHEMUNDI

Date : 29/12/2017

Name of Employee	:	Koustav kumar panda
Purpose of Expenditure	:	Conference
Expenditure Budget Head	:	

### SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fees	2500.00/-	
02			3450.00/-
03	Travel Allowances	950.00/-	
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	3450.00/-	3450.00/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Koustav  
Signature of Claimant

S. K. Panda  
Recommended by  
(Dean/Dy. Registrar/HOD)

\_\_\_\_\_  
Checked by

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

AP  
Registrar

**Journal Voucher**

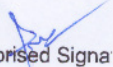
No. :JV/03/300

Dated: 10-Jan

Particulars	Debit	Cr
Conference Registration Fee	Dr ₹2500.00	
Travel and Conveyance	Dr ₹950.00	₹3450.00
To Koustav Kumar Panda		
	₹3450.00	₹3450.00

**On Account of:**

Being the expenses incurred by Koustav Kumar Panda for conference purpose is now accounted.

  
Authorised Signa