December 11th 2018

To The Dean CUTM-PKD

Sub: Request for approval to attend 3rd International Conference on Management, Science, Engineering and Application (ICMSEA-2018) at BITS, Vishakhapatnam from 20th to 23rd Dec-2018

Dear Madam,

I am Rohita Garnayak Request you to grant permission to attend the 3rd International Conference on Management, Science, Engineering and Application (ICMSEA-2018) at BITS, Vishakhapatnam from 20th to 23rd Dec-2018.

Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

With Regards

Dr. Rohita Garnayak

S. A. to



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date: 02 01 19

Name of Employee	:	pr. Rohita Garnayak
Purpose of Expenditure	:	PCMSEA
Expenditure Budget Head	:	

SETTLEMENT OF EXPENDITURE

SI. No.	Details of Expenditure	Amount (Rs.	,	Amount (Rs.)		
01	Registration free	300		30001-		
02		1				
03						
04						
05						
06						
07			1			
08						
09						
10						
11						
12						
	Total Expenditure :	30001-		3000/-		
	Less advance taken (if any) :					
	Balance to be (Refund/ Payment) :					

Recommended by

Checked by

Signature of Claimant

(Dean/Dy. Registrar/HOD)

Registrar

Dy. Registrar Finance

JITM 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/03/037

Dated: 12-Ja

Particulars		Debit	Cr
Conference Registration fees To Dr.Rohita Gantayat	Dr	3000.00	
			3000.00
			,
n Account of :			
Being the expenses incurred by Dr.Rohita Gantayat for Conference purpose is now accounted			
		₹3000.00	₹3000.0