

To
The Dean
CUTM-PKD

jun 12th 2017

Sub: Request for approval to 2nd International Conference on Management, Science, Engineering and Application (ICMSEA-2017) at BITS, Vishakhapatnam from 22nd to 24th December-2017

Dear Sir,

I am (Debasis Senapati) request you to grant permission to 2nd International Conference on Management, Science, Engineering and Application (ICMSEA-2017) at BITS, Vishakhapatnam from 22nd to 24th December-2017

Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

With Regards

Debasis Senapati
Debasis Senapati

S. R. Senapati



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

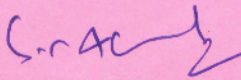
Date : 07/01/2018

Name of Employee	:	Debasis Senapati
Purpose of Expenditure	:	Conference
Expenditure Budget Head	:	

SETTLEMENT OF EXPENDITURE

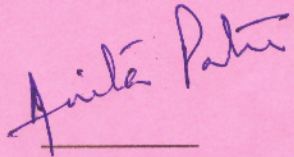
Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	2500/-	
02	Travel Allowance	830/-	3330/-
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	3330/-	3330/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Debasis Senapati
Signature of Claimant


Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

Dy. Registrar Finance


Registrar

JITM 2017 - 2018
At-VillageAlluriNagar,P.O.-RSitapur,Via-
UppaladaParalakhemundi,Dist: Gajapati – 761211,Odisha,
IndiaPhone:(06815) 222999,223088, Fax: (06815)222150


JournalVoucher

No. : **JV/03/265**

Dated: **11-Jan-1**

Particulars	Debit	Credi
Conference Registration Fee	Dr ₹2500.00	
Travel and Conveyance	Dr ₹900.00	
To Debasis Senapati		₹3330.00
	₹ 3330.00	₹3330.00

On Account of:
Being the expenses incurred by Debasis Senapati for conference purpose is now accounted.


Authorised Signatory