

December 8th 2019

To  
The Dean  
CUTM-PKD

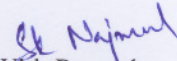
Sub : Request for approval to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Dear Madam,

I am (SK Najmul Islam) 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

SK Najmul Islam





# JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

## PARALAKHEMUNDI

Date : 26th Dec 2019

Name of Employee : Sk Najmul Islam  
Purpose of Expenditure : ICMSEA-2019  
Expenditure Budget Head : \_\_\_\_\_

### SETTLEMENT OF EXPENDITURE

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

Sk Najmul

Signature of Claimant

Recommended by  
(Dean/Dy. Registrar/HOD)

Checked by

Dy. Registrar Finance

Registrar



**J I T M 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**

Dated : 17-Ja

No. : JV/03/190

Particulars		Debit	Cr
Conference Registration fee To SK Najmul Islam	Dr	₹ 2500.00	₹ 2500.00
		₹ 2500.00	₹ 2500.00

**On Account of :**

Being the expenses incurred by SK Najmul Islam for conference purpose is now accounted.

Authorised Signa