

July 22, 2017

To  
The Dean- Admin,  
MSSSoA  
CUTM-PKD

Sub: Request for approval to attend National Seminar on Disaster Management and Mitigation, held at CUTM on 01-02 September, 2017

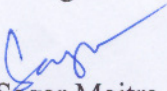
Dear Sir,

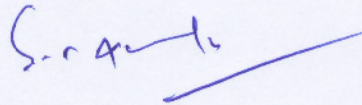
I am Dr.Sagar Maitra request you to grant permission to attend National Seminar on Disaster Management and Mitigation, held at CUTM on 01-02 September, 2017

Seminar registration fee may kindly be reimbursed.

Thanking you

With Regards

  
Dr.Sagar Maitra  
Asst. Professor, MSSSoA







# JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : 10/10/2017

Name of Employee : Sagar Maitra

Purpose of Expenditure : Conference

Expenditure Budget Head : \_\_\_\_\_

## SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fees	2000.00/-	2000/-
02			
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	2000/-	2000/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Sagar  
Signature of Claimant

S. Maitra  
Recommended by  
(Dean/Dy. Registrar/HOD)

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

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

AD  
Registrar



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

Journal Voucher

No. :JV/03/297

Dated: 19-06

Particulars	Debit	Cr
Conference Registration Fee	₹2000.00	
To Sagar Maitra		₹2000.00
	₹2000.00	₹2000.00

On Account of:

Being the expenses incurred by Sagar Maitra for conference purpose is now accounted.

Authorised Signa