

ICAR Research Complex for N.E.H. Region, Shillong

Requisition for T.A. Advance.

1. Name of the officer applying
for tour advance :
2. Division :
3. Name of the Scheme :
4. Designation :
5. Pay Rs. D.P. Rs.
6. Amount of advance applied for (in
words and figures) :
7. Purpose for advance required :
8. Whether the purpose for which advance
is applied for is the work connected
directly with the activities of the Institute :
9. If the advance required for work relating
to other Schemes or activities of the ICAR
for other example, visits to Agricultural
Universities as members of visiting teams,
attending Seminars and Work-shops on
Coordinated Projects, attending Selection
Committee meetings ect. authority of the
ICAR may be quoted.
10. Whether the purpose for which advance is
applied for has been accepted by the Director.
If so No. and date of Director's sanction.
11. Whether funds are available from funds
allotted to Non-Plan/Plan/PL. 480
Scheme/Z. E. or any other Scheme

Countersigned

Name :-
Signature of the Officer
applying for advance.

Head of the Division

Order of the Director/Administrative Officer

Sanctioned
Director/Administrative Officer