

From

K.Kavitha
Assistant Professor / Mechanical
Government College of Engineering
Salem-11

To

The Principal
Government College of Engineering
Salem-11

Respected Madam

Sub: Reimbursement of registration fee and TA / DA Bill – reg.

I have attended the four days training programme on “Industrial Automation & Robotics” conducted by Engineering Staff College of India (ESCI), Hyderabad from 06.08.2018 to 09.08.2018. The registration fee for this programme was 23,600/-. The travel expenses for attending this programme was Rs.13494/-. I have attached the TA/DA expenditure details for this programme for your kind perusal. I kindly request you to reimburse the total expenses.


Thanking You

Yours Faithfully


K.Kavitha

Encl: Registration fee receipt

TA / DA Bill

Submitted to the Principal

22/8/18

**PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT COLLEGE OF ENGINEERING,
SALEM-636 011.**

**Presents: Dr. G.VIMALA ROSALINE, Ph.D,
PRINCIPAL**

TEQIP Phase -III

Proceedings No:325/TEQIP-Phase-III/ FDP/2018 date: .09.2018

Sub: Technical Education – Govt. College of Engineering, Salem 11 – Stores Towards the payment for TA Training Programme On “Industrial Automation & Robotics” at (ESCI) Hyderabad from 06.08.2018 to 09.08.2018 - under TEQIP phase-III-Bill Amount sanction accorded – regarding.

- Ref: 1. Go.Ms.No.362/Higher Education (J1) Department dated: 22.12.2017
2. Letter from Prof.K.Kavitha, AP/Mechanical Engineering, Dated: 12.09.2018

Under the powers delegated in the reference cited above, sanction is hereby accorded to incur an expenditure of towards the Payment for TA Training Programme On “Industrial Automation & Robotics” at (ESCI) Hyderabad from 06.08.2018 to 09.08.2018.

Now total **Rs.36,494/- (Rupees Thirty Six Thousand Four Hundred and Ninety Four Only)** as per the letter submitted from Prof.K.Kavitha, AP/Mechanical engineering Dated: 11.09.2018.

The bill amount has been sanctioned to her.

With reference to the letter cited above, the amount has been transferred through PFMS online payment to “K.Kavitha, A/c No: 32949071545 under TEQIP Phase III Account.

The expenditure is debitible to the following TEQIP Phase –III Head of Account: -
“FDP”.

[Handwritten Signature]
17/9/18
PRINCIPAL

[Handwritten Signature]
17.9.18

Copy to :

- 1 Prof.K.Kavitha, AP/Mechanical Engineering
2. TEQIP-III Coordinator *[Handwritten Signature]*
17.9.18
3. TEQIP -III Finance Nodal office *[Handwritten Signature]*
17/9/18



ESCI

Engineering Staff College of India



**Autonomous Organ of The Institution of Engineers (India)
(ISO 9001 : 2015 Certified, AICTE & CEA Recognized Institution)**

*This Certificate is Awarded
To*

K Kavitha

Govt. College of Engineering, Salem

for
Participation in the
Training Programme on
Industrial Automation & Robotics
06 – 09 August 2018, Hyderabad



[Signature]
Course Director

[Signature]
Director