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|  | ICAR– Central Institute for Research on Goats, Makhdoom, Mathura | | Doc. No.: CIRG/IS/09 |
| | | | Dated: 01/05/19 |
| | Revision No.:0.0 | Issue No.: 1.0 | Page No: 1 of 1 |

**REIMBURSEMENT OF NEWSPAPERS PURCHASED/ SUPPLIED TO OFFICERS
AT THEIR RESIDENCE**

{Ref: O.M. No.25(12)/E.Coord-2018 dated 03/04/2018}(w.e.f. April, 2018)

[Statement to be furnished on Half-Yearly basis by the Govt. Officer to Administration]

Name of the Govt. Servant :

Post/Designation :

Division/Section/Unit :

Pay Level & Basic Pay :

I certify that I have spent Rs.....(Rupees.....)

towards purchase of Newspaper(s) for the months of:

i) Jan – June, 20..... OR ii) July – December, 20.....

(Only one option to be ticked)

I further declare that:

- i. The Newspaper(s) in respect of which reimbursement is claimed, is/ are purchased by me.
- ii. The amount for which reimbursement is being claimed has actually been paid by me and has not/ will not be claimed by any other source.

Forwarded by concerned Head/ in-charge

(Dated Signature of the Govt. Servant)

(Name, Designation & Dated Signature)

SANCTIONED Rs.....(Rupee only)

(Head of Office/ Director)

Certified that entry has been made in the News Paper Reimbursement Register on Page No.....

Passed for Rs,..... (Rupees Only)

(Drawing & Disbursing Officer)