

FORM O.G.F.R. – 2

(See Rule – 63)

To

The Director,
Madhusudan Das Regional Academy of Financial Management
(MDRAFM),
Bhubaneswar

Sir,

In pursuance of Order No. 155/F (FD not for) dated 03/01/2023 I/We
have this day 10/01/2023 in the forenoon/afternoon relinquished/ made over and
taken over/ assumed charge of the joined as OFS probationer in MDRAFM.
In the Khurda district.

Yours faithfully,

Kajal Das

Place :

Signature of Relieving Officer

Date :

Signature of Relieved Officer

Additional information to be furnished in respect of
taking over charge of Government money.

I, (Relieving Officer) acknowledge to have received Rs. _____ (In
Words) Rupees _____
_____ of permanent advance and Rs.
_____ (In Words) Rupees _____
_____ of other cash and the full amount of such
advances/cash is due from and to be accounted for by me.

Place :

Signature

Date :

(Relieving Officer)

Additional Information to be furnished regarding leave etc.

(i) By Relieved Officer

1. If proceeding on leave -
- (a) Address during leave -