

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. 158/F, dated 03/01/2023 I/We  
have this day 10/1/2023 in the forenoon/afternoon relinquished/ made over and  
taken over/assumed charge of the Joined as OFS Probationer in MDRAFM  
In the \_\_\_\_\_ district.

Yours faithfully,

Rajendra Jena

Place : MDRAFM

Signature of Relieving Officer

Date : 10/01/2023

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

(Relieving Officer)

Date :

Additional Information to be furnished regarding leave etc.

(i) By Relieved Officer

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