

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 03.02.2023 in the forenoon/afternoon relinquished/ made over and
taken over/ assumed charge of the as OFS (P)
In the Khordha district.

Yours faithfully,

Place : MDRAFM, Bhubaneswar
Date : 3.02.2023

Biswajit Kato
Signature of Relieving Officer

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 -