

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 (FD Notification), dated 03.01.23 I/We
have this day 10.01.2023 in the forenoon/afternoon relinquished/ made over and
taken over/ assumed charge of the OFS probationers in MDRAFM
In the Khurda district.

Yours faithfully,

Debasmita Subudhi

Signature of Relieving Officer

Place : MDRAFM, Bhubaneswar

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 :

Date :

Signature

(Relieving Officer)

Additional Information to be furnished regarding leave etc.

(i) By Relieved Officer

1. If proceeding on leave -

(a) Address during leave -

(b) Place at which leave salary -
Is to be drawn

(If a treasury outside the state a
copy of the last pay certificate
should be furnished to the A.G.)

2. If on Transfer -
The post and station to which -
Transferred
3. If not proceeding on leave or on -
transfer, reasons for relinquishing
the charge

Signature
(Relieved Officer)
Date :

(ii) By Relieving Officer

1. If returning from leave -
2. If on transfer from a post -
from which transferred
3. If not returning from leave or -
another post, reasons of taking
over charge

Signature
(Relieving Officer)
Date ;

Copy forwarded to

(Relieving Officer)