

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,

Place : MDRAFM, Bhubaneswar  
Date : 10.01.2023

Ankusha Das  
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 -

(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)