

**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. 168/F(FD Notification), 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 OT & AS probationer in MDRAFM In the Khurda district.

Yours faithfully,

Susovan Patra

Place : MDRAFM, Bhubaneswar

Date : 10-01-2023

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 -