

**NATIONAL INSTITUTE OF PLANT GENOME RESEARCH  
NEW DELHI**

(Statement to be furnished on half-yearly basis by the Officer to Administration)

Name of the Applicant: \_\_\_\_\_

Designation: \_\_\_\_\_

Pay Level & Basic Pay (₹): \_\_\_\_\_

I certify that I have spent ₹ \_\_\_\_\_ towards purchase of Newspaper(s) for the months of:

I) Jan-June\_\_

Or

II) July-December\_\_

(Only one option is to be ticked)

I further declare that: i) The newspaper (s) in respect of which reimbursement is claimed, is/are purchased by me. II) The amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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**TO BE VERIFIED AND FILLED IN BY THE OFFICE**

1. Amount claimed : .....

2. Net amount payable : .....

ENTERED AT PAGE NO..... SL. NO..... IN THE REGISTER FOR Reimbursement towards Newspaper expenses.

Financial sanction for ₹..... (Rupees.....Only) may kindly be accorded.

Dealing Assistant

Administrative Officer

**Controller of Administration**

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**FOR FINANCE AND ACCOUNTS BRANCH**

Passed for Payment of ₹..... (Rupees..... only)

Finance Officer

Dealing Asstt.

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Received a sum of ₹.....(Rupees..... only).

Signature of the Claimant