

INDIAN INSTITUTE OF TECHNOLOGY PALAKKAD

Proforma for meeting expenses of Contingency expenditure / Professional Society Memberships from CPDA

1. Name of the Faculty member:
2. Designation & Department :
3. Date of Joining the Institute :
4. Breakup of Expenditure :

Membership for Professional Societies*	Purchase of Books*	Purchase of Equipment*	Others if any* (_____)	Total (In Rupees)

* Kindly attach the details of purchase/membership.

5. Expenses to be incurred from:

CDPA :

Certified that the above expenditure can be incurred from my (CPDA) and details given above are true and correct.

Date: _____

Signature of Faculty Member

FOR OFFICE USE

Balance of funds available in CPDA/Seed grant:
(in the block years _____)

Signature : AR(Finance)

Recommendation:

Membership for Professional Societies	Purchase of Books	Purchase of Equipment	Others if any (_____)	Total (In Rupees)

Signature of Dealing staff

Approved by Dean (Admin)

Director