



CPDA Advance Form

Name:

Designation:

PF No.:

Purpose:

Amount required:

Advance (PDA) due for adjustment, if any:

I hereby declare that I have updated all Professional Achievements (including publications, visits, projects etc.) on **Departmental Google Sheet on DD/MM/YYYY**.

Professional Achievement Categories* 1.....2.....3.....4.....etc.
(* on overleaf)

Signature of Applicant
Date:

1. Date of entry on Google Sheet is verified by HOD: _____

2. Recommended & Forwarded by Dean (RSPC) _____

Estt. Section

Balance available as on date:

Advance amount entered in PDA Register Page no.

Dealing Asstt. (Estt.)
Name:.....

AR/DR (Estt.)
Name:.....

Internal Audit

Entry checked in PDA Register for Rs.

Dealing Asstt. (IA)
Name:.....

AR/DR (IA)
Name:.....

Sanctioned / Not Sanctioned

Director

AR (F&A) for payment of advance

Copy to _____ for records.

*** Professional Achievement**

1. Journal Publication
2. Conference Publication
3. Submitted Project/Sponsored Research Project/Consultancy Project
4. Patent/Technology Transfer
5. Conference Organized/ Events Organized
6. Session Chaired/ Keynotes Addresses
7. Invited Talks/ Expert Lectures
8. Books Monographs
9. Awards & Achievements
10. Other if any please specify