



# JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

## Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



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Ref. No. : BRLPS/Admn/04/06/Vol.-6/2005

Date : 03.09.2016


### Office Order

Vide earlier Office Order Nos. BRLPS/Admn./04/06/Vol.-5/2402, dated 20.09.2015 and BRLPS/Admn./04/06/Vol.-6/2098, dated 12.10.2015 officials undertaking tours for officials purposes had been required to submit a report containing outcome of their visits and also to mention about issues, if any, prevailing at place visited by them.

It has been observed that some of officials are not following this direction and are submitting TA bills without submitting the required report.

It is reiterated that the concerned officials should mail visit report to the CEO with copy to Director/OSD/AO and PA to CEO and while submitting their TA/DA bills, printout of such mail should also be attached. It would be one of the requirements that Finance section must insist upon.

By the order of CEO

  
(B. K. Pathak)  
Officer on Special Duty

### **Copy to:**

1. Director/AO/CFO/SFMs/
2. All PCs/SPMs/PMs/PS/PO
3. Account Section
4. IT Section
5. Concerned file.