



**SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL**  
(An Institute of National Importance created by an Act of Parliament)

**Office of the Dean – Research and Development**

ADJUSTMENT OF PROJECT EXPENDITURE CHARGED TO INSTITUTE EXPENDITURE

**Approval cum Sanction Order**

Date:.....

Details of Expenditure : \_\_\_\_\_

Major and minor heads in Institute Account:\_\_\_\_\_

Project to which the Expenditure is to be booked : \_\_\_\_\_

Head expenditure under the Project : \_\_\_\_\_

Balance Available in Project Account (As On Date)\_\_\_\_\_

PI

Dean – R & D

Director

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Payment Voucher (Fill up by Account Section)

Vr. No. ....dt. .... Account Head .....

Drawn Vide: Cash/Cheque No. \_\_\_\_\_Dt \_\_\_\_\_Amount.....

Project Account Details:

A/c Name:

A/C No.:

Bank Name:

IFCS Code:

Accountant

Section Officer

Deputy Registrar

Registrar