

Office of the Director of
Higher Secondary Education
Housing Board Buildings
Santhi Nagar
Thiruvananthapuram 1
Dated: 30/08/2016

No. Acd. Spc(2)/19819/EAP/2015-16

CIRCULAR

Sub:- EAP- Field Level Training of HSSTs – Expenditure Statement –
Details called for- reg

With regard to the Field Level Training of HSSTs conducted from 25th August to 2016 to 27th August 2016, the Principals of the training venues are directed to furnish the details of expenditure incurred as per directions issued in this regard at the venue in the format given below.

| Subject | Venue | Advance amount allotted | Expenditure incurred | Amount disbursed | Balance fund, if any, in hand | Additional fund, required, if any |
|---------|-------|-------------------------|----------------------|------------------|-------------------------------|-----------------------------------|
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The details in the above format shall be furnished to the e-mail address jdacad@gmail.com before 05.00 PM on 03.09.2016 positively.

Sd/-
JOINT DIRECTOR (ACADEMIC)