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Meghalaya Livelihood Improvement
through Forest Enhancement



Meghalaya Basin
Development Authority



Japan International
Cooperation Agency

No:MBDA/JICA/93/2021/ 681

Dated: Shillong the 8th August,2022

OFFICE ORDER

It is hereby notified that a tour plan has to be approved by the appropriate authority prior to making any tour and advance may be granted to meet the expenditure on POL subject to the maximum as claimed in the Advance Withdrawal Form. MBDA/MBMA has already notified the Mileage Allowance vide Office Order No MBMA(F&A)89/2019/6 dated 3rd September, 2019 and the same should be strictly adhered to for meeting expenditure on POL. All advance settlement related to POL should be substantiated with the Vehicle Log Book, failing which the advance towards POL will be treated as outstanding. Further, all advances granted has to be settled within fifteen days of completion of the tour and no additional advance would be granted to any person unless the previous outstanding advance has been settled.

This order comes into immediate effect until further notice.

(Shri Gunanka D.B , IFS)

Additional Project Director,
Community-based Forest Management and
Livelihood Improvement in Meghalaya.
Meghalaya Basin Development Authority.

Memo No: No:MBDA/JICA/93/2021/ 681

Dated: Shillong the 8th August,2022

Copy to :

1. All DPMs for necessary information and action.

(Shri Gunanka D.B , IFS)

Additional Project Director,
Community-based Forest Management and
Livelihood Improvement in Meghalaya.
Meghalaya Basin Development Authority.