

**NATIONAL INSTITUTE FOR BIOTECHNOLOGY AND GENETIC ENGINEERING
P.O.BOX NO.577. JHANG ROAD FAISALABAD**

File No. _____

Dated _____

TEMPORARY ADVANCE

Division /Branch _____

Purpose of Advance purchase of _____

Reference of file/case on which demand /requirement initiated _____

For Procurement advance and for cases where pertinent _____

Date by which advance is required _____

Amount required Rs _____ (Rupees _____)

To be drawn and adjusted by _____ Mr. _____

Sanction for Temporary Advance

Recommendation for approval _____

The expenditure will be met out of _____

Under "Head" _____

Head of Division/Branch

(FOR USE BY PROCUREMENT / ADMINISTRATION)

Sanction of Rs _____ (Rupees _____)

DIRECTOR: dated:.....

Administrator dated:.....

Reference of entry in temporary Advance Register ,at serial NO.....Page No.....

(FOR USE BY ACCOUNTANT BRANCH)

Cheque No.....dated.....Amounting of Rs.....

Paid to above named Officer/Scientist.

Signature of the Recipient