

REGIONAL CENTRE FOR BIOTECHNOLOGY

(NCR BSC, Faridabad-Gurgaon Expressway, Faridabad)

APPLICATION FOR INTIMATION OF OFFICIAL TRAVEL, TOUR, CONFERENCE FOR ALL RCB MEMBERS

1. Name (In Block Letters) _____
2. Designation _____
3. Dept./Section/Units/Lab. _____
4. Nature of Official [put √] Faculty /Officers /Staff/ YIs/ Students / Project Staff
5. Period of Official Tour From _____ To _____ (No. of Days) _____
6. Contact Address (if any) _____
7. Any other Remarks/ Suggestion _____
8. State if Travel is Supported Yes _____ No _____
 - Source of fund _____
 - Any other Assistance sought _____
9. Next Reporting date at RCB _____

Signature of Applicant

Signature of Forwarding Authority