



**ICAR-CENTRAL INLAND FISHERIES RESEARCH INSTITUTE**

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**CIRCULAR**

All staff of ICAR-CIFRI are hereby informed that Computerized bills/Invoices/cash memo issued by the pharmacy, hospital, clinic or authorized medical store may be submitted as much as possible for processing of medical reimbursement.

Hence, the employees are encouraged that they should obtain computerized bills/Invoices/cash memos for all medical purchases and services for reimbursement.

This is issued in consultation with IFD.

  
(Biswajit Barua)  
Drawing & Disbursing Officer

**Distribution:**

- 1) All the Heads of Divisions / Heads of Regional Centres / Officer-in-Charges, Regional Stations/ AAOs of Sections / Units / Cell / PIs / Co-PIs of Research Projects of ICAR-CIFRI, Barrackpore for information and wide circulation among the officials working under them.
- 2) Dr. D.K. Meena, Sr. Scientist & Vigilance Officer, ICAR-CIFRI, Barrackpore for information.
- 3) Shri S. K. Sahu, In-Charge, AKMU - for uploading on the Institute website.
- 4) O/o the Director, for kind information to the Director, ICAR-CIFRI, Barrackpore.
- 5) Notice Board(s)