

**LIST OF DOCUMENTS REQUIRED FOR RELEASE OF 2ND OR FINAL
INSTALLMENTS.**

1. Utilization Certificate in prescribed format 19A,
2. Performa-cum-Achievement Report of Training/Course Programme,
3. Completion Report or Progress Report(format available on www.mdoner.gov.in)
of Training/Course Programme,
4. List of trainees in prescribed format,
5. Photographs of Training/Course Programme,
6. Feedback form must be signed by Trainees,
7. Original Bills for TA reimbursement with verified by department for
8. Audited Expenditure Statement.
9. Placement details with appointment copy.
10. Selection and Advertisement along with paper cutting and bills
11. Pre-receipt,
12. All above documents must be submitted to Ministry of Development of North
Eastern Region in both hard and soft (signal pdf format) copy.

