



Requisition Form for In-person/Online Departmental Seminar/Institute Colloquium (cross the one which does not apply)

Speaker Details

Name of the Speaker:

Designation and Affiliation:

Email:

Contact number:

Tentative duration of Stay (days):

Invitee Details

Name and PF No. of the invitee:

Email:

Contact number:

Event Details

Tentative Title of the talk: Recent Advances in Ferroelectric Thin Film Materials and their Applications

Proposed Date and time of the talk: Monday, Dec. 11th, 11AM-12 noon

Invitee Signature: _____

On behalf of the seminar committee

Forwarded by (Name and Signature): _____

The following are requested to be supported by the institute for the event:

- | | |
|--|--|
| ☐ accommodation and meals | ☐ transport in Berhampur |
| ☐ transport to/from Bhubaneswar | ☐ honorarium INR 3000/5000 |
| ☐ group meal upto a cap of INR 5000 (only for colloquium) | ☐ Airfare/train fare as per rules |
| ☐ Light refreshments for the talk | |

Approved by the Director: _____