

**Request For Adjustments After Second Closing**

**PART A** (To be filled by the Ministry/Dept)

Min/Dept .....

Tel No : ..... Govt Email: ..... Fax:.....

**To: Accountant-General**

Grateful, if approval could be granted to access TAS for the following Officer(s):

NAME: (1) .....(2).....

Nature of Task(s) to perform :.....

Month	Full TAS Account Code Combination		Amount (Rs)	Reason
	From	To		

Document(s) Attached: ..... Date: .....

Accounting Officer/ OIC Finance: ..... Signature: .....

**PART B** (To be filled by the Accounts Section, Treasury)

**To: Officer-in Charge, TAS**

Please allow access to the above named Officer(s) to carry out task(s) as per request.

Name:..... Designation:.....

Date:..... Signature:.....

**PART C** (For use at the TAS Section, Treasury)

Period opened: ..... Name : .....

Designation :.....

Period closed: ..... Signature : .....

Date : .....