



भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

APPROVAL FOR TOUR & TA ADVANCE

Name : Staff.No/Roll.No :
Designation :
Department :
Basic Pay : Rs. _____ per month
Proposed Dates of Journey : _____ to _____
Purpose of Journey :

1. Proposed Class of Journey :
2. Estimate of Other Expenditures to be incurred(including accommodation) :
(Details _____)

Total Advance Requested :

There is no unsettled advance against my name.

Employee/Student

Journey is approved.

Head of the Department/ Director

Chargeable Head: TA and DA Seminar Training Others

T A No. _____

Deputy Registrar (F & A)

Approved TA Advance of Rs. _____
(Rupees _____).

Registrar

Bank name and Branch :

Bank Account Number :

IFSC Code :

Employee/Student