



INFORMATION AND COMMUNICATION TECHNOLOGY ACADEMY OF KERALA

MODULE NO. L-9, 1 (LOWER LEVEL FLOOR), THEJASWINI BUILDING, TECHNOPARK CAMPUS
TRIVANDRUM 695581

EXPENSE REPORT

Name of Employee : Akshay H Nair

Dept./Div. : ko

Month/Year : February 2023

CLAIM DETAILS

Date	Description	Hotel	MEALS			Travel	Transportation	Phone Bills	Fuel	Others	Total Amount (Rs.)
			B	L	D						
13-Feb	Eastfort to DCSSMAT (59 km)*4						bike		236		236
16-Feb	muttacaud to DCSSMAT (59 km)*4						bike		236		236
17-Feb	muttacaud to DCSSMAT (59 km)*4						bike		236		236
22-Feb	muttacaud to DCSSMAT (59 km)*4						bike		236		236
24-Feb	muttacaud to DCSSMAT (59 km)*4						bike		236		236
											0
											0
											0
											0
	Total	0	0	0	0	0	0	0		0	1,180

Claimant Signature

Place : trivandrum

Date :

Approval - Dept Head

Signature

Date :

Approved by

Date :