



Hemant Sharma <u_hsharma@eesl.co.in>

Approved :Tour Approval Request: 02-10-2017 To 16-10-2017[Hemant Sharma]

1 message

no_reply@eesl.co.in <no_reply@eesl.co.in>

Tue, Oct 3, 2017 at 10:46 PM

To: manishraiupl@gmail.com

Cc: manishraiupl@gmail.com, u_hsharma@eesl.co.in

Your tour request has been approved.

TOUR APPROVAL FORM

Tour ID : 4559

Details of the Employee proposing to undertake the tour:

Employee Code	Name	Gender	Age(years)	Mobile No.	Email ID	Designation	Department	Posted At
NC07323	Hemant Sharma	Not_Updated	Age error		u_hsharma@eesl.co.in	Assistant	Technical	

Approved By EESL, Forwarded By: Manish Rai[UPL Representative]**Remarks : Approved****Details of the tour:**

- | | |
|---|----------------------------------|
| 1. Project Name: | UJALA |
| 2. Complete address of the place(s) to visit: | EESL Regional Office Uttarakhand |
| 3. City Type: | PRINCIPAL |
| 4. Contact Person: | UJALA Team |
| 5. Purpose of the Tour: | Regarding Project |
| 6. Proposed period of tour: | 02-10-2017 - 16-10-2017 |

Details of the Movement

SL. No.	Date of Travel	Time of Travel	Preferred Train/Flight Name & No.	Station		Class	Need Ticket?	Remarks
				From	To			
1	02-10-2017	21.00	12205	New Delhi	Dehradun	2A	No	Ticket will be book on Monday

Tour Advance

Total Days of Tour	Allowance Per Day(As per policy)	Total=(Allowance X Total Days) X 80%
15	Rs. 1700 (PRINCIPAL)	Rs.17520
Total Advance Sought : Rs. 17500		

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