

DA Allowance Claim form for UPL Executive

1. Journey Details

SL. NO.	Departure			Arrival			Mode of Travel	Ticket Number	Remarks
	Date	Time	Station	Date	Time	Station			
1	3/10/2017	6:30 AM	Ahmedabad	3/10/2017	1:00 PM	Anjar	Bus	211376	Less train frequency
2	5/10/2017	9:00AM	Bhuj	5/10/2017	6:15 PM	Palanpur	Bus	176076	Less train frequency

2. Details of Claim for DA

SL. No.	Station	No of Days	Type of City	Slab Rate	Total DA Charges
1	Bhuj	2	Ordinary	480	960
2	Bhuj	1/2	Ordinary	240	240
Total		2.5			1200

Certified that I have incurred expenditure of about less than Rs **1200** towards DA expenses during the **3/10/2017** to **5/10/2017** days of calendar month of **October** 2017.



Signature of Employee

Designation: Engineer

Date: 4/12/2017