. E	Date:-															
TOUR TRAVELLING ALLOWANCE CLAIM												_				
	NC08996 13-12			-17					رې	ga-	et,	20,0	Fice.			
CARD EMPLOYEE NO			. TOUR COMMENCEMENT DA			DATE	ATE Mth/Days Tour				DESTINATION					
Name	She	Ahmad	Designation	Designation Engineer			Scale of Pay						Basic Pay			
Department SLN			P H.O N			No !	loida									
Section I: Calculation of total TA admissible  Note: Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative.																
							FOR ACCOUNTS DEPTT.									
Section-I			Amount Claimed (to be filled in by the employee)(`)			(en	Amount admitted by Accounts (enter only if claims are claimed ticket, booked by company or Cheque Amount(`)					ed	Remarks			
1. Journey Fares			~													
By Air By Rail & Road			_													
Cost of Ticket Dr.																
2. Conveyance charges			B. 840													
3- Boarding & loading charges			,						-	_						
A. Total			Rs. 3840													
Less Adv	ance	drawn from:				† <del>-</del>	_			T	ī					
C. NET CLAIM			Ps. 3840/1													
		'					Pay (`) Net Claim									
D. Refund by cheque  Cheque NoDated					8		Recover (`)									
Cheq	ue l	No											Accounts Offic	cer		
on													·	1000		
*The cancellation of booking was due to official reasons																
Name		N	ignature of Hea lame esignation								Ŷ					
*To be f	urni	shed when car	cellation char	ges are	ciaimeu											

Louis And

Tour Allowance Claim Form for UPL Executives SECTION I: JOURNEY DETAILS (Please Indicate Ticket No. or attach M/R wherever fare claimed is for other than IInd Class and for air journey and bus journey enclose used ticket/folders) Departure Arrival Purpose of Model Train Ticket No./MR & Class No./ Journey **Amount** No./Bus Ticket Remarks Date Time Station Date Time Station Train (Please give Claimed of No. travel Name details) 14-12-17 1:308 Ahmd. Ticket book 13-12-17 22:15 Agon 12547 Αc Subminsion pa comp OL ENP Guz Proper 17-12-17 167.55 Ahma. Ticket Canalled by comb MDLS 2548 Downat du tour Ex \*Note: Where tickets are provided by the company the fare may be indicated in remarks column. SECTION II: DETAILS OF CLAIM FOR Boarding /Lodging Boarding & Midnight Slab Lodging charges No. of (00hrs) spent Station days Rates Rejhur L 16120 **C**DA Ahmd. 600 DA ls.3000 Total Total NOTE: Please enclose the supporting bill /declaration 1. Leave availed (if any) at from to SECTION III: DETAILS OF CONVEYENCE CHARGES CLAIMED NOTE: If the space provided is insufficient, separate sheet in the same Performa may be attached duly signed by the claimant. Place of Visit Distt. In Station-(specify Locality) Means of **Amount** SI No. Date Station Kms. Purpose (in brief) wise weekly Travel (`) (approx) total From To local Travel
details are
attached at back
side with this from Total **CERTIFICATE:** 

Certified that: I was physically present at the touring station as above for the indicated days.

Counter sign

Signature

(Name & Designation of the Controlling officer)

Date: 25-01-18