ENERGY EFFICIENCY SERVICES LIMITED TOUR TRAVELLING ALLOWANCE CLAIM Date:- 0.9 CARD EMPLOYER NO. TOUR COMMENCEMENT DATE TOUR CODE NC 1726.03 Name Date:- 0.9 EMPLOYER NO. TOUR COMMENCEMENT DATE TOUR Name Date:- 0.9 EMPLOYER NO. TOUR COMMENCEMENT DATE TOUR Name Date:- 0.9 EMPLOYER NO. TOUR COMMENCEMENT DATE TOUR Name Date:- 0.9 EMPLOYER NO. TOUR COMMENCEMENT DATE TOUR TOUR Name Destination Destination Destination Scale of Pay Basic Pay 2.8, 0.82 FOR ACCOUNTS DEPTT. Amount admitted by Accounts (enter only if claims are claimed (to be filled in by the employee)() Cost of Ticket Dr. Amount admitted by Accounts (enter only if claims are claimed to the control of tool of ticket Dr. Cost of Ticket Dr. Amount admitted by Accounts (enter only if claims are claimed to the control of tool of to		Tour Allowance Cla	im Form for UPL Executive	es		
CODE EMPLOYEE NO. TOUR COMMENCEMENT DATE TOUR Name Shirle Fr. Designation Sr. Designation Section 1: Calculation of total TA admissible Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative. FOR ACCOUNTS DEPTT. Amount Claimed (to be filled in by the employee)(') For Accounts (enter only if claims are claimed ticket, booked by company or Cheque Amount(') Cheque Amount(') Cheque Amount(') Section 1: Cost of Ticket Dr. 2. Conveyance charges Society	TOUR TRAVELLING	ALLOWANCE CLAIM	Date:- 09 41	17		
Name Dutter Designation SY. Designation State of Pay Basic Pay 2.8,082/ Section 1: Calculation of total TA admissible Note: Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative. FOR ACCOUNTS DEPTT. Amount admitted by Accounts (enter only if claims are claimed ticket, booked by accounts) of Cheque Amount() Section-1 1. Journey Fares By Air By Rail & Road 1300 - Cost of Ticket Dr. Cost of Ticket Dr. 2. Conveyance charges 160 - Cost of Ticket Dr. A. Total 5060 - Designation Net Claim Pay ()	CODE EMPLOYEE NO	. TOUR COMMENCEMEN	I JAIF I			
Section 1: Calculation of total TA admissible Note: Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative. FOR ACCOUNTS DEPTT. Amount Claimed (to be filled in by the employee)(') Section-1 1. Journey Fares By Air By Rail & Road Cost of Ticket Dr. 2. Conveyance charges A. Total Less Advance drawn from: C. NET CLAIM Pay (')	SUMIL KT.	Designation SY. Egg	Scale of Pay	Basic P	28,082/	
Note: Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative. Amount Claimed (to be filled in by the employee)()	Department Sol	. н.о	Moida.			
Amount Claimed (to be filled in by the employee)(') Section-1 1. Journey Fares By Air By Rail & Road Cost of Ticket Dr. 2. Conveyance charges A. Total Less Advance drawn from: C. NET CLAIM Pay (')	- Carcalation C					
Section-1 1. Journey Fares By Air By Rail & Road Cost of Ticket Dr. 2. Conveyance charges A. Total Less Advance drawn from: C. NET CLAIM Pay (')			FOF	ACCOUNTS DEPTT		
By Air By Rail & Road 300		(to be filled in by the	by the (enter only if claims are cla ticket, booked by compar		d Remarks	
By Rail & Road 300						
2. Conveyance charges -Boarding& loading charges A. Total So 6 o /- Less Advance drawn from: C. NET CLAIM Pay (')		13001-				
A. Total So 6 o 1		Cost of Ticket Dr.				
A. Total Sobol Less Advance drawn from: Description of booking was due to official reasons Signature of Head of Department Name Designation Name Designation		1601-				
A. Total Less Advance drawn from: C. NET CLAIM Pay (')	- Boarding& loading charges	36001-				
Pay (')	A. Total					
Pay (')	Less Advance drawn from:					
Recover (')	C. NET CLAIM	50601-				
O. Refund by cheque Cheque No	L		Pav (')		let Claim	
Cheque No	_ [
on for()		Dated				
Signature of Head of Department Name Name Designation					Accounts Office	
Name Designation	The cancellation of booking	g was due to official reasons				
to he furnished when cancellation charges are claimed			Name	Name		
O DE HILLISHEU WHOLI GUILGUIST	o he furnished when cano	ellation charges are claimed				

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 Ticket No./MR Arrival Model Train Purpose of Remarks No./Bus Ticket Amount Journey & Class No./ Date Time (Please give Claimed Station Date Time Train No. Station of details) Name travel 24 117 3: 158116 25/11/17 20 Jailax BUD 341117 1:80A 1300 *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 Lodging charges Slab No. of (00hrs) spent Station days Rates 420 00 3000/-04 (CDA' 00 01 600 6001-(PA) 3600 Total Total NOTE: Please enclose the supporting bill /declaration to from 1. Leave availed (if any) at 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 Station-Distt. In (specify Locality) Means of Amount Purpose (in brief) wise weekl Kms. Station SI No. Date Travel () total (approx) To From 30 Auto B. Stop Home 8Km 25 R. office 7KM AUto Home Home 24 R. office FKM Auto Roffe. TKM Auto Home R-offc Home tkm Ayto 30 8km B. Stop Ayto Home 160 Total CERTIFICATE: Certified that: I was physically present at the touring station as above for the indicated days. Counter signed Signature of Employee Signature

Date: 09/8/17

BILL/CERTIFICATE for Boarding/Lodging Charges

Name- Symit Kr. Dyth.

Designation- St. Engg -