

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	15/12/2017	05:00 AM	Ahmedabad	11/12/2017	11:00 AM	Anjar	With Vendor	NA	Travel was done with CCMS Vendor
2	15/12/2017	07:14 PM	Bhuj	16/12/2017	03:10 AM	Ahmedabad	PTT Bus	17702-BHURTO (058)	

2. Details of Claim for DA/CDA

SL. No.	Station	No of Days	Type of City	Type of Claim (DA/CDA)	Slab Rate	Total DA Charges
1	Anjar	1	Ordinary	DA	480	480
2						
Total		1				480

Certified that I have incurred expenditure of about Rs 480 towards DA expenses during the **15/12/2017** to **16/12/2017** days of calendar month of **December** 2017.



Signature of Employee

Designation: Engineer

Date: 30/12/2017