

**ENERGY EFFICIENCY SERVICES LIMITED, Noida**

**CLAIM FORM**

**Fixed Daily Allowance**

(a) Details of Visit:

Date		Purpose	Location	No. of days	Composite DA Allowance per day (Rs.)	Total amount claimed (Rs.)
From	Till					
04-12-2017	05-12-2017	Official Tour	Guna (Madhya Pradesh)	2	750	1500

I do hereby certify that I stayed on the above mentioned dates in connection with office work.

Verified that the travel on the dates claimed above was actually undertaken and was duly authorized.

*[Signature]*  
 28/11/2017

Signature of Employee

Name: ..... Ankur Aggarwal

Emp code: NC07552

Designation: Sr. Engineer

*CDA*  
*composite Dearness Allowance*