

# 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			Model & Class of travel	Train No./ Train Name	Purpose of Journey (Please give details)	Amount Claimed (₹)	Ticket No./MR No./Bus Ticket No.		Remarks
Date	Time	Station	Date	Time	Station							
24/12/17	8:20 AM	Raipur	24/12/17	1:20	Raipur	SL	132841 South 20th	Supervision & monitoring of SLMP in Raipur (C.G.)	175	650520439		

\*Note: Where tickets are provided by the company the fare may be indicated in remarks column.

## SECTION II : DETAILS OF CLAIM FOR Boarding /Lodging

Midnight (00hrs) spent	Station	No. of days	Slab Rates	Boarding & Lodging charges
24/12/17 to 31/12/17	Raipur (C.G.)	15	1300	19500/-
Total			15 Days 1300	Total 19500

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.

Sl No.	Date	Station	Place of Visit (specify Locality)		Distt. In Kms. (approx)	Means of Travel	Amount (₹)	Purpose (in brief)	Station- wise weekly total
			From	To					
1}	24/12/17	Raipur	Hotel	station.	5 Km.	Auto	20	for supervision & monitoring of SLMP in Raipur (C.G.)	105 +1489.15 1594.15
2}	24/12/17	Raipur	station	Hotel	5 Km	Auto	25		
3}	24/12/17	Raipur	Hotel	m.c. office	8 Km	Auto.	30		
4}	24/12/17	Raipur	m.c. office	Hotel	8 Km	Auto.	30		
		SHEET ATTACHED					1		
Total							105		

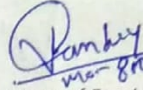
## CERTIFICATE:

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

Counter signed

Signature

(Name & Designation of the Controlling officer)

  
Signature of Employee

Date: 12/10/2017



ME- VIKASH KUMAR PANDEY

Designation - Engineer.

Employ Code - NC 07392

Local Travel - Auto

Place: Raigarh (C.G.)

Period: 24/8/2017 to 7/9/2017

Project: BEMP SLNP (C.G.)

Sr.	Date	Station	Places of Visit		Distt. in Kms.	Means of travel	Amount
			From	To			
1/	25/8/2017	Raigarh	Hotel	MC office	30 Km	Auto	113.1/-
			MC office	Wear House visit			
			Wear house	MC office			
			MC office	Hotel			
2/	28/8/2017	Raigarh	Hotel	MC office	40 Km	Auto	150.8/-
			MC office	Site visit			
			and Surve.	and Back			
			MC office	Location			
			MC office	Hotel			
3/	29/8/2017	Raigarh	Hotel	Site visit	30 Km	Auto	113.1/-
			Site W-2	MC office			
			MC office	Hotel			
4/	30/8/2017	Raigarh	Hotel	MC office	35 Km	Auto	131.95/-
			MC office	Hemachok			
			MC office	Hotel			
5/	31/8/2017	Raigarh	Hotel	Site Service	50 Km	Auto	188.5/-
			All Switch point	Hotel			
			MC office	Hotel			
6/	1/9/2017	Raigarh	Hotel	MC office	45 Km	Auto	169.65/-
			MC office	Sushant Nagar			
			Site visit	Agarthon Chowk			
			Railway station	MC office			
			MC office	Hotel			
7/	4/9/2017	Raigarh	Hotel	Indra Nagar	35 Km	Auto	131.95/-
			W.No-40,39,37	Site visit			
			MC office	Hotel			
8/	5/9/2017	Raigarh	Hotel	Station, MC office	40 Km	Auto	150.8/-
			Wear house	Visit the site			
			Back MC office	Hotel			
			Hotel	MC office			
9/	6/9/2017	Raigarh	MC office	Ward visit	40 Km	Auto	150.8/-
			and Back to	Hotel			
10/	7/9/2017	Raigarh	Hotel	All switching	50 Km	Auto	188.5/-
			Point Visit	and Bath			
			to MC office	Hotel			
			MC office	Hotel			
Total =							1489.15

Pandey  
no - 802152970



**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			Model & Class of travel	Train No./ Train Name	Purpose of Journey (Please give details)	Amount Claimed (₹)	Ticket No./MR No./Bus Ticket No.		Remarks
Date	Time	Station	Date	Time	Station							
8/9/2017	9:00 AM	Rajgarh	8/9/17	3:00 PM	Ambikapur	SL	Bus	Supervision & monitoring of SLNP in Ambikapur (C. U)	300/-	095		

\*Note: Where tickets are provided by the company the fare may be indicated in remarks column.

**SECTION II : DETAILS OF CLAIM FOR Boarding /Lodging**

Midnight (00hrs) spent	Station	No. of days	Slab Rates	Boarding & Lodging charges
8/09/2017 to 20/9/2017	Ambikapur (C. U)	13	1300	16900/-
13 Days.		Total		16900/-
				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.

Sl No.	Date	Station	Place of Visit (specify Locality)		Distt. In Kms. (approx)	Means of Travel	Amount (₹)	Purpose (in brief)	Station-wise weekly total
			From	To					
1)	8/9/17	Rajgarh	Hotel	Bus stand	7 Km	Auto	25	*Supervision & monitoring of SLNP in Ambikapur (C. U)	45
2)	8/9/17	Ambikapur	Bus stand	Hotel	5 Km	Auto	20		+1609.72
3)		Ambikapur							
4)		SHEETS ATTACHED.						*For SLNP material Rectivity in Ambikapur (C. U)	1654.72
Total							45		

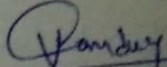
**CERTIFICATE:**

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

Counter signed

Signature

(Name & Designation of the Controlling officer)

  
 Signature of Ramesh 8002152970

Date: 12/10/2017



NAME - VIKASH KUMAR PANDEY  
Designation - Engineer

Employ Code - NC 07332

Local Travel - Auto Place: Ambikapur (C.G.) Period: 8/9/2017 to 20/9/2017. Project: DWP SLNP (C.G.)

Sr.	Date	Station	Places of Visit		Distt. in Kms.	Means of travel	Amount
			From	To			
1/	09/9/2017	Ambikapur	Hotel M.C. office of all Switch Point Bank to	Wear House Site Superint Hotel	50km	Auto	188.5/-
2/	12/9/2017	Ambikapur	Hotel M.C. office Ward No-27,28 Mahanaga Mandir M.C. office	M.C. office Site Visit Mahanaga Mandir to Back M.C. office Hotel	59km	Auto	207.35/-
3/	12/9/2017	Ambikapur	Hotel Ward No-28,12 M.C. office	Site Visit Muktiwar Site Hotel	35km	Auto	131.95/-
4/	13/9/2017	Ambikapur	Hotel Mahanaga Road Ward-14,15	M.C. office Site Visit Hotel	35km	Auto	131.95/-
5/	14/9/2017	Ambikapur	Hotel Ward 38,40 M.C. office	Muktiwar Chowk Site Visit, M.C. office Hotel	37km	Auto	139.49/-
6/	15/9/2017	Ambikapur	Hotel M.C. office Ward NO-1,11,15 Bilaspur Chowk M.C. office	M.C. office Site Visit Ward Bilaspur Chowk M.C. office Hotel	155km	Auto	207.35/-
7/	16/9/2017	Ambikapur	Hotel Ward no-10,9 M.C. office	Warehouse to M.C. office Hotel	30km	Auto	113.1/-
8/	18/9/2017	Ambikapur	Hotel Ward no-10 M.C. office	Ward No-7,9,10 M.C. office Hotel	35km	Auto	131.95/-
9/	19/9/2017	Ambikapur	Hotel M.C. office Sati Para M.C. office	M.C. office Naranga Parag M.C. office Hotel	50km	Auto	188.5/-
10/	20/9/2017	Ambikapur	Hotel Ramanagar Jung Bilaspur Chowk M.C. office	Ramanagar Jung Ward No 48 M.C. office Hotel	45km	Auto	169.65/-
Total =							1609.78