Tour ID -5-633 Employee Code - NC07208 Project Code: - STL - 2015 - RJ - UDAI

E	NERGY EFFICIENCY	SERVICES	LIMITED	Date	07-01-	18			
TOL	JR TRAVELLING	ALLOWAN 15-1			01	Volori	bur		
CARD	EMPLOYEE NO. TO		TOUR COMMENCEMENT		Mth/Days Tour	DESTINATION			
Name	Anjani Kant	Designatio	Engineer		Scale of Pay	E1	Basic Pay	22200	
Departr	men SLNP		H.O NO	iola					
Section	n I: Calculation of : Cheque drawr	total TA adm	nissible (Please fi Energy Efficient	Il this Se	ection after fil	ling Section II net claim is n	l to V) egative.		
1. Journey Fares By Air By Rail & Road		Amount Claimed (to be filled in by the employee)(₹)			nount admitted ter only if cla	ed by Accountimes are claims by company of	ts ed		
		280							
		Cost of Ticket Dr.							
 Conveyance charges & Misc. expenses II + V Accommodation charges Daily allowance Total 1 to 4 		480	(CDA)						
5. Corpora	ance drawn from: ate Centre Projects, If any 5 & 6								
C. NET CL	LAIM (A-B)	76	0						
Cla	aim Date :	07-	0 1- 1 7		Pay	₹)7.6.0	N	et Claim	
Chequ	d by cheque ie No	Dated			Reco	over (₹)		Accounts Offic	
	II: Details of Miscel close receipts for a			I To To	ır				
S.No.	Particulars			unt (₹)	*The can	cellation of b	oooking was d	ue to official reaso	
					Date		Signature	of Head of Departm	
	Total			-	Date		Designati	on	

Town ID - 5633 Employee Code - NC07208 Project Code - STL - 2015 - RJ - UDAI

SECTION II: 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) Purpose of Ticket No./MR Train Model Arrival Departure Amount Journey No./Bus Ticket No./ Remarks & Class Claimed (Please give Train No. Station Time Date Station Time Date details) Name travel Meeting with 15-12- 7:30 Banswer 15-12-11:30 Udaipur 000124 Bus ULB officials DLB SEES 110 Officials. 000334 15-12- 3:30 Udaipur 15-12- 7:90 Dungarpur 1695 *Note: Where tickets are provided by the company the fare may be indicated in remarks column. SECTION IV: DETAILS OF CLAIM FOR DA & EXPENDITURE INCURRED FOR ACCOMMODATION (Excluding leave availed) Name of persons with Amount for Name of Amount of Rate whom No. of Midnight Hotel Hotel/Guest Daily accommodation per Date(s) Days (00hrs) spent Station Accommoda House Allowance(₹) Day(₹) shared for DA tion(₹) in Principal City 480 (CDA) 480 (CDA) Ordinary City Journey 480 (CDA) Total Total 01 Total NOTE: Please enclose the supporting bill & receipt for the amount paid on account of hotel/guest house accommodation charges to 1. Leave availed (if any) at from 2. Both Boarding and lodging/Boarding only lodging/only was providing free of cost from at SECTION V: 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 Means of Amount (specify Locality) Purpose (in brief) wise weekly Kms. Station Date SI No. (₹) Travel total (approx) To From Total CERTIFICATE : Certified that: (i) Wherever lodging charges for stay in a hotel have been claimed, Company Guest house accommodation was not available.

(ii) I am/am not in receipt of HRA of availing the facility of leased accommodation at any of the tour stations for which daily allowance has been claimed

Counter signed

Signature (Name & Designation of the Controlling officer) Date:07-01-18

Town ID-5633

Employee Code - NCD7208

Phoject Code - STL-2015-RJ-UDAT

ENERGY EFFICIENCY SERVICES LIMITED

TOUR APPROVAL FORM

Details of the Employees proposing to undertake the tour:

Name Arijani	Kant	Designation	Emp. No.	Department
Anjani		Engineer	NC 07208	SLNP

Details of the Tour:

1		Project Name:	SLNP
1:	2.	Complete address of the place(s) to visit:	Volaipur Hotel Ambience
1	3.	Contact Person:	Mr. Parmod Kumar, DLB & tall ULB officials 9
1	.	Purpose of the Tour:	Meeting with all ulb officials. EESL & DLB Officials regarding payment & maintenance issues.
5.		Proposed period of tour:	15-12-17 +0 15-12-17.

Details of the Movement:

S/No	Date of Travel	Name & No.	St	ation	Class	Remarks
3/110.			From	To		
1.	15-12-17	Not mentioned ou ticket	Bauswa	Udai bus	NA	
2.	15-12-12	1695	Udaipur	Dungarpur	NA	

Date: 07-01-18

Signature of the Employee

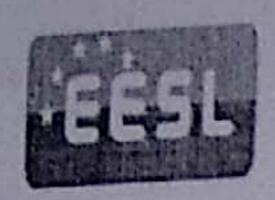
Comments of the Controlling Officer:

Comments of the HOD:

Tour Approved / Not Approved.

Signature of the MD (EESL)

Tow ID - 5633 Employee code-NC07208 Project Code - STL - 2015 - RJ - UDAI



SUBJECT: REF:

TOUR REPORT

DISTRIBUTION

1.Mr. Ginja shankal

2. Mr. Huran Meherda

NAME(s): Afrijani Kant PERIOD: 15-12-17 +0 15-12-17

MEETINGS: Meeting with, EESL, DLB & all ULB officials of VENUE: Udaipur Hotel Ambience. Udaipur Zone.

Mr. Parmod Kumar & Nada) MAIN PERSONS CONTACTED:

Officers of udajour zone.

BRIEF SUMMARY:

As per as the guidance of Mr. Usinja Shanker & Aman Meberda, I visi attend the meeting in Udaipur (Hotel Ambience) regarding DLB payment & maintenance issues.

Follow-up Items

CLASSIFICATION:

[] CONFIDENTIAL

RESTRICTED

SIGNATURE (S)

SUPERVISOR

SIGNATURE

Tour ID-5833 Employee Code - NC07208 Project Code - STL-2015-RJ-UDAI.

Tour Allowance Claim Form for UPL Executives

BILL/CERTIFICATE for Boarding/Lodging Charges

Certified that I have incurred expenditure of about less than Rs. 760 towards boarding/lodging expenses during the 15-12-17 to 15-12-17 days of calendar month December 2017

Name-Aujousi Kaut

Designation- Engineer.