## Energy Efficiency Services Limited TOUR APPROVAL FORM

Tour ID: 4707, Status: Approved

Details of the Employee proposing to undertake the tour:

Employee Code	Name			Mobile No.	Email ID	Designation	Department	Posted At
1	Vikas Kumar Pandey	Male	29	_	u_vpandey@eesl.co.in	Engineer	Technical	Chhattisgarh

1. Project Name:	STL-2017-CH-RAIGARH
Complete address of the place(s) to visit:	Raigarh Chhattisgarh
3. City Type:	OTHER
4. Contact Person:	Mr. Ved Prakash Dindore
5. Purpose of the Tour:	Monitoring & Supervision of street lights in Raigarh.
6. Proposed period of tour:	24-08-2017 - 20-09-2017

Details of the Movement

octans of	the Movement	T T		S	tation	Class	Need Ticket?	Remarks
SL. No.	Date of Travel	Time of Travel	Preferred Train/Flight Name & No.	From	То	Class	Need Ticket	Kemaras
1	24-08-2017	8:10am	13287, South Bihar Exp	Raipur	Raigarh	SL	No	trave by train
2	08-09-2017	9:00am	by bus	raigarh	ambikapur	odinary	No	trave by bus

8002152970

**Tour Advance** 

Total Days of Tour	Allowance Per Day(As per policy)	Total=(Allowance X Total Days) X 80%
28	Rs. 3000 (OTHER)	Rs.57120

Approved By EESL, Forwarded By :Manish Rai[UPL Representative]

4707



Vikash Kumar Pandey <u\_vpandey@eesl.co.in>

#### Tour Approval Request: 24-08-2017 To 20-09-2017[Vikas Kumar Pandey]

no\_reply@eesl.co.in <no\_reply@eesl.co.in>

To: vdindore@eesl.co.in Cc: u\_vpandey@eesl.co.in

You have received a tour request form for approval.

Thu, Oct 12, 2017 at 6:42 PM

#### **TOUR APPROVAL FORM**

Tour ID: 4707

				<u>Detai</u>	ls of the Employee proposing to under	ake the tour:		
Employee Code	Name	Gender	Age(years)	Mobile No.	Email ID	Designation	Department	Posted At
NC07392	Vikas Kumar Pandey	The state of the s	29	8409294307	u_vpandey@eesl.co.in	Engineer	Technical	Chhattisgarh

Approved By EESL, Forwarded By:

Remarks: Dear Sir, I would like to inform you, that I am work on field for SLNP project in Chhattisgarh state, Raigarh dist. From 24,08,2017 to 07,09,2017, & 08,09,2017 to 20,09,2017, in Ambikapur district Due to continues movements of mine I couldn't take tour approval for that, so please, kindly approve my tour on back date which I mentioned above.

Project Name:

Complete address of the place(s) to visit:

City Type:

Contact Person:

Purpose of the Tour:

Proposed period of tour:

Details of the tour: STL-2017-CH-RAIGARH

Raigarh Chhattisgarh

OTHER

Mr. Ved Prakash Dindore

Monitoring & Supervision of street lights in Raigarh.

24-08-2017 - 20-09-2017

Details of the Movement

OL No	Data of Tours	Tour of Touris	Desferred Train/Flight Name 9 No.	5	Station	Class	Need Ticket?	Remarks
SL. No.	Date of Travel	Time of Travel	Preferred Train/Flight Name & No.	From	То	Class	Need Hoket!	Remarks
1	24-08-2017	8:10am	13287, South Bihar Exp	Raipur	Raigarh	SL	No	trave by train
2	08-09-2017	9:00am	by bus	raigarh	ambikapur	odinary	No	trave by bus

**Tour Advance** 

Total Days of Tour	Allowance Per Day(As per policy)	Total=(Allowance X Total Days) X 80%
28	Rs. 3000 (OTHER)	Rs.57120
Total Advance	Sought : Rs. 0	

Please Login into apps.eeslindia.org for any action.

This is an auto-mailer. Please do not reply to this mail as it will go nowhere

no\_reply@eesl.co.in <no\_reply@eesl.co.in> To: manishraiupl@gmail.com Cc: vdindore@eesl.co.in, u\_vpandey@eesl.co.in

Sat, Oct 14, 2017 at 12:00 AM

Dear Manish Rai, You have been forwarded a tour request form for approval.

			I	OUR APPROVA	L FORM			
								Tour ID: 470
				AND DESCRIPTION OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUM	ig to undertake the tour:	Designation	Department	Posted At
Employee Code	Name	Gender	Age(years)	Mobile No.	Email ID	Designation		
NC07392	Vikas Kumar Pandey	Male	29	8409294307	u_vpandey@eesl.co.in	Engineer	Technical	Chhattisgarh
A	pproved By EESL, Forw	arded By:				Remarks:	The second secon	
				[Quoted text hid	danl			





SUBJECT: SLNP (Cy)

TOUR REPORT

DESIZ nation

ENGINEER

NAME(s): VIKASH KUMAR PANDEY

81912017 +0 201912017 PERIOD:

MEETINGS:

AMBIKAPUR MUNICIPAL CORPORATION, (C.17) VENUE:

MAIN PERSONS CONTACTED: MY. VED PRAKASH DINDORE

#### **BRIEF SUMMARY:**

for SLNP project supervision & monetering.

\* met with municipal corporation official in Ason bikapur (cy) and work start & field visit.

\* for SLNP material peciving in Ambikapur

\* Along with life visit.

CLASSIFICATION:

[] CONFIDENTIAL RESTRICTED

SIGNATURE (S)

SUPERVISOR

SIGNATURE



#### **TOUR INFORMATION REPORT**

Name of Executive:

VIKASH KUMAR PANDEY

Designation:

ENGINEER

Reporting Officer:

Mr. VED PRAKASH DINDORE

Proposed Date: 12 10 2017 From: 08 09 12017 To: 20 109 12017

Project Details:

SLNP (CV)

#### Purpose of Visit

Project Development

Project Co-ordination

**Project Implementation** 

□ Preliminary Meeting

☑Follow-up meeting

☐Project Supervision

☐Seminar/Workshop/Presentation

□ Project Kick-off

Project Execution

☐Techno-commercial Discussion

□Other (specify):Click here to enter text.

Implementation for

Distribution process

Training on ground

Approved

☐ Not Approved

nu-8002152970 12/10/2017.

#### ENERGY EFFICIENCY SERVICES LIMITED

#### **TOUR APPROVAL FORM**

### <u>Details of the Employees proposing to undertake the tour:</u>

Name	Designation	Emp. No.	Department
VIRASH KUMAR PANDEY	ENGINEER	NC 07392	SLNP (GUI)

#### **Details of the Tour:**

1.	Complete address of the place(s) to visit:	AMBIKAPUR, MUNICIPAL CORPORATION
2.	Contact Person:	Mr. VED PRAKASH DINDORE
3.	Purpose of the Tour:	* For Supervision a monutaring of SLNP in Ambikapur Distric (Con)  * For material Reciving (SLNP) in Ansikapur.  * Along with lite visit.
4.	Proposed period of tour:	08/03/2017 to 20/03/2017

#### **Details of the Movement:**

S/No.	Date of Travel	Train / Flight	Sta	ntion	CI	D .
5/110.	Dute of Traver	Name & No.	From	То	Class	Remarks
1)	08/08/2017	Bus	Raigarh	Ambikapur	SL	self Booky.
117	20/03/2017	Bus	Ambikapar	Raipur	SL	self Booked

Date: 12/10/2017.

Signature of the Employee

Comments of the Controlling Officer:

Comments of the HOD:

Tour Approved / Not Approved.

Signature of the MD (EESL)

Tour Allowance Claim Form for UPL Executives **ENERGY EFFICIENCY SERVICES LIMITED** TOUR TRAVELLING ALLOWANCE CLAIM Date:-12/10/2017 NC-07392 8/09/2017 AMBIKAPUR CARD Mth/Days EMPLOYEE NO. TOUR COMMENCEMENT DATE CODE DESTINATION Tour VIKASH KUMAR Designation ENVINEER PANDEY 24,994 22,236 Name Scale of Pay Basic Pay Department UPL NOIDA UP) Section I: Calculation of total TA admissible Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative. Note: FOR ACCOUNTS DEPTT. **Amount Claimed** Amount admitted by Accounts (to be filled in by the (enter only if claims are claimed Remarks employee)(') ticket, booked by company or Section-I Cheque Amount(`) 1. Journey Fares Bucked By Air 3501-By Rail & Road Cost of Ticket Dr. 2. Conveyance charges 1654.721-Auto Self Brown 3- Boarding& loading charges 900 Self Booked. A. Total 18,904.74 Less Advance drawn from: 18904 / C. NET CLAIM Pay (`)..... Net Claim D. Refund by cheque Recover (`)..... Cheque No...... Dated ..... Accounts Officer \*The cancellation of booking was due to official reasons Signature of Head of Department Name

Me - 8 00 2132 970.

Designation

Name

\*To be furnished when cancellation 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

	Depart	ure		Arrival		Model		sed ticket/folde Purpose of		Ticket No /MR	T
Date	Time	Station	Date	Time	Station	& Class of travel	Train	Journey (Please give	Amount Claimed	No./Bus Ticket No.	Remark
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*Note	: Wher	e tickets ar	e provid	ed by th	ne compa	ny the f	are may be	indicated in re	emarks col	umn.	
SECT	ION II:	DETAILS C	F CLAIM	FOR Bo	parding /L	odging.	,				
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NAME - VIKASH KUMAR PANDEY

Degination - Engineer Employ Cope - NC 07392

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# BILL/CERTIFICATE for Boarding/Lodging Charges

Certified that I have incurred expenditure of about less than Rs. 18904/— towards boarding/lodging expenses during the 81912-17 to 2017 days of calendar month

Bindon

Name- VIKASH KUMAR PANDEY

Designation- ENGINEER

No-8002152970