

ENERGY EFFICIENCY SERVICES LIMITED, NOIDA

CLAIM FORM

Annexure A

FIXED Monthly Travel Allowance

Name of the Employee	Employee No	Designation	Department :		
Satish Chand	NCO7458	Engineer	SLNP		
Claim Month :		December 2017			
(a) Details of Visit :					
Date	Purpose of visit	Location	To	Distance	Amount (Rs.)
		Form		KMs	Autofare
05-12-2017	MEETING WITH EXECUTIVE ENGG.	Noida	GDA	21	173.42/-
		GDA	Noida	21	
06-12-2017	MEETING WITH EXECUTIVE ENGG.	Noida	NDMC	13	98.02
		NDMC	Noida	13	
13-12-2017	MEETING WITH JUNIOR ENGG.	Noida	GDA	21	173.42/-
		GDA	Noida	21	
15-12-2017	NIGHT PETROLING	Noida	GDA	21	173.42/-
		GDA	Noida	21	
16/12/2017	MEETING WITH EXECUTIVE ENGG.	Noida	GDA	21	173.42/-
		GDA	Noida	21	
Total				210	791/-
I do hereby certify that I travelled on the above mentioned dates in connection with office work.					

Date 01/Jan/2017

Signature

