	NERGY EFFICIENC			Date	:	9/	10/	2017			
100	NC0695		09/2017			1		Shimla O	10 6	Solan (HP	
CARD CODE	EMPLOYEE NO	(OMMENCEMENT	DATE		n/Days our			DESTINATIO		
Name	JETIN ANAND	Designatio n	SENIOR ENGINE	EK	Scale	of Pay		30,952	Basic Pay	20,536	
Departr	men SWP	HP	H.O EE	SL							
Sectio Note			nissible (Please fil Energy Efficienc								
								FOR ACCOUNT	S DEPTT.		
		Amou (to be fil emp	(er	Amount admitted by Accounts (enter only if claims are claimed ticket, booked by company or Cheque Amount(₹)					Remarks		
1. Jour	ney Fares										
	By Air	-									
	By Rail & Road										
		Cost of Tic	cket Dr.								
Conveyance charges Misc. expenses II + V		_	-								
	mmodation charges	-									
 Daily Total 	allowance	61	00								
A. Total	1104	60	00_								
Less Adv	ance drawn from:										
5. Corpo	rate Centre	-									
6. From	Projects, If any										
B. Total	5 & 6	-									
C. NET	CLAIM (A-B)	6	00								
										1 - 1	
				1		Pay (₹)	***************	Net C	laim	
(Claim Date :										
	nd by cheque					Reco	ver	(₹)			
	que No									Accounts Officer	
	N II : Details of Misc				r						
	Enclose receipts fo			10100							
S.No.		Particulars of Expenses			*Th	*The cancellation of booking was due				official reasons	
									gnature of He ame	ead of Department	
					Dat	е			ame esignation		
	Total				*T0	be fu	rnisł	ned when can	cellation cha	rges are claimed	

.

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)

Departure Station		Arrival			Model & Class of	Train No./ Train	Purpose of Journey (Please give	Amount Claimed	Ticket No./MR No./Bus Ticket		Remarks	
Date	Time	Station	Date	Time	Station	travel	Name	details)	(₹)	No.		
*Note:	: Where	tickets are	e provide OF CLAIN	d by th	e compar A & EXPEI	y the far	re may be INCURRED	indicated in re FOR ACCOM	marks colu MODATION	mn. V (Exc	luding leav	e availed)
Midnight (00hrs) spent in				No. o			nount of	Name of Hotel/Guest House	Amount for Hotel		Name of persons with whom accommodation shared	
		Station	Date(s)	Days for D			Daily wance(₹)					
Princip	oal City											
Ordina	ry City	Solan	27/9/201	1	60	0 6	600					
Journe	У											
			Total	1	Tot		600	Total				
NOTE	: Please	enclose the	e support	ng bill &	receipt fo	r the amo	ount paid or	account of ho	el/guest ho	use ac	ccommodati	on charges
	1. Leave	e availed (if	any) at		from	n		to				
	2.Both	Boarding a	and lodgi	ng/Boa	rding only			providing free	of cost			
	at		from		DOES SLAN	to						
SECTION	ON V : DI	ETAILS OF C	ONVEYER	ICE CHA	RGES CLAII	VIED						
INOIL.				ricient.	separate s	neet in th	e same Per	forma may be a	ttached duly	signe	ed by the cla	imant.
	The sp			e of Visit		neet in th		forma may be a	ttached duly	/ signe	ed by the cla	imant. Station-
SI No.	Date	Station	Plac		t D	stt. In Kms.	Means of	Amount	ttached duly Purpo			Station- wise weekl
			Plac	e of Visit	t ty)	neet in th						Station-
			Plac (speci	e of Visit	t ty)	neet in th istt. In Kms.	Means of	Amount				Station- wise weekl
			Plac (speci	e of Visit	t ty)	neet in th istt. In Kms.	Means of	Amount				Station- wise weekl
			Plac (speci	e of Visit	t ty)	neet in th istt. In Kms.	Means of	Amount				Station- wise weekly
			Plac (speci	e of Visit	t ty)	neet in th istt. In Kms.	Means of	Amount				Station- wise weekl
			Plac (speci	e of Visit	t ty)	neet in th istt. In Kms. pprox)	Means of Travel	Amount				Station- wise weekl
SI No.	Date	Station	Plac (speci	e of Visit	t ty)	neet in th istt. In Kms. pprox)	Means of	Amount				Station- wise weekl
SI No.	Date	Station	Place (speci	e of Visit	t D D (a	neet in the sistt. In Kms. pprox)	Means of Travel	Amount (₹)	Purpo:	se (in	brief)	Station- wise weekl total
SI No.	Date	Station : (i) Whereve (ii) I am/am	Plac (speci	e of Visit fy Locali To	t D (a	neet in the sistt. In Kms. pprox)	Means of Travel	Amount (₹)	Purpo:	se (in	brief)	Station- wise weekl total
SI No.	Date	: (i) Whereve (ii) I am/am allowan	Plac (speci	e of Visit fy Locali To narges fo ipt of HR. n claimed	t D (a	neet in the sistt. In Kms. pprox)	Means of Travel	Amount (₹)	Purpo:	se (in	brief)	Station- wise weekl total
SI No.	Date	: (i) Whereve (ii) I am/am allowan	Plac (speci	e of Visit fy Locali To narges fo ipt of HR. n claimed	t D (a	neet in the sistt. In Kms. pprox)	Means of Travel	Amount (₹)	Purpo:	se (in	brief)	Station- wise weekl total
SI No.	Date	: (i) Whereve (ii) I am/am allowan	Plac (speci	e of Visit fy Locali To narges fo ipt of HR. n claimed	t D (a	neet in the sistt. In Kms. pprox)	Means of Travel	Amount (₹)	Purpo:	nmoda our sta	brief)	Station- wise weekl total
SI No.	Date FICATE ed that:	: (i) Whereve (ii) I am/am allowan	Place (special From a long in a long	e of Visit fy Locali To marges fo ipt of HR n claimed	r stay in a h	neet in the sistt. In Kms. pprox)	Means of Travel	Amount (₹)	Purpo:	nmoda our sta	tion was not tions for whice	Station- wise weekl total

NAME: Sh. BRIJESH KUMAR Designation: REGIONAL MANAGER EESL HP