

DA Allowance Claim form for UPL Executive

1. Journey Details

SL. NO.	Departure			Arrival			Mode of Travel	Ticket Number	Remarks
	Date	Time	Station	Date	Time	Station			
1	21/11/2017	06:45 AM	Ahmedabad	21/11/2017	12:00 PM	Gandhidham	SST Bus	47469 – API BRANCH	
2	23/11/2017	05:15 PM	Bhuj	24/11/2017	12:30 AM	Ahmedabad	PTT Bus	15823-BHJRTO (41)	

2. Details of Claim for DA/CDA

SL. No.	Station	No of Days	Type of City	Type of Claim (DA/CDA)	Slab Rate	Total DA Charges
1	Gandhidham	3	Ordinary	DA	480	1440
2						
Total		3				1440

Certified that I have incurred expenditure of about Rs 1440 towards DA expenses during the **21/11/2017** to **24/11/2017** days of calendar month of **November** 2017.



Signature of Employee

Designation: Engineer

Date: 26/12/2017