

DAILY ALLOWANCE (WHICH ON OFFICIAL TOUR) CLAIM REPORT

SL NO	DATE	PER DAY DAILY ALLOWANCE RS.600
1	23-09-2017	600
2	24-09-2017	600
3	25-09-2017	600
4	26-09-2017	600
5	27-09-2017	600
6	28-09-2017	600
7	29-09-2017	600
TOTAL		4200

Tour Allowance Claim		
SL No	Section	Amount claimed (to be filled in by the employee)(')
1	Journey Fares By Air By Rail & Road	8470.40
2	Conveyance charges	407.16
3	DA	4200
4	Hotel bill	8960
5	NET CLAIM	22037.56

Ananya Ranjan Mohapatra