

2/9/2018

Energy Efficiency Services Limited Mail - Approved :Tour Approval Request: 06-02-2018 To 07-02-2018[Jitendra Jaiswal]



Jitendra Jaiswal <u_jjaiswal@eesl.co.in>

Approved :Tour Approval Request: 06-02-2018 To 07-02-2018[Jitendra Jaiswal]

1 message

Wed, Feb 7, 2018 at 9:48 AM

no_reply@eesl.co.in <no_reply@eesl.co.in>

To: manishraiupl@gmail.com

Cc: manishraiupl@gmail.com, u_jjaiswal@eesl.co.in

Your tour request has been approved.

TOUR APPROVAL FORM

Tour ID : 6241

Details of the Employee proposing to undertake the tour:

Employee Code	Name	Gender	Age(years)	Mobile No.	Email ID	Designation	Department	Posted At
NC07123	Jitendra Jaiswal	Male	26	+919039232923	u_jjaiswal@eesl.co.in	Engineer	Technical	CHHATISHGARH
Approved By EESL, Forwarded By: Manish Rai[UPL Representative]					Remarks : Approved			

Details of the tour:

- Project Name: CGBU000001
- Complete address of the place(s) to visit: BALRAMPUR DISTRICT
- City Type: OTHER
- Contact Person: E.E CSPDCL
- Purpose of the Tour: FOR EMI RECOVERY, BPL verification ,godown inspection report & to meet with CSC D.M & for IOCL & BPCL Agreement
- Proposed period of tour: 06-02-2018 - 07-02-2018

Details of the Movement

SL. No.	Date of Travel	Time of Travel	Preferred Train/Flight Name & No.	Station		Class	Need Ticket?	Remarks
				From	To			
1	06-02-2018	10.00am	By Bus	Ambikapur	Balrampur	Ordinary	No	
2	07-02-2018	5.00pm	By Bus	Balrampur	Ambikapur	Ordinary	No	Back to base location

Tour Advance

Total Days of Tour	Allowance Per Day(As per policy)	Total=(Allowance X Total Days) X 80%
2	Rs. 3000 (OTHER)	Rs.4080
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

Self attested
Jitendra Jaiswal



JITENDRA JAISWAL
Tour ID :- 6241

SUBJECT: Ujala
Distribution
monitoring &
Awareness.

TOUR REPORT

DISTRIBUTION

PT3

NAME (S) : JITENDRA JAISWAL

PERIOD : 06 FEB TO 07 FEB 2018

VENUE : BALRAMPUR DISTRICT

OBJECTIVE (S): UJALA Distribution monitoring and Awareness

BRIEF SUMMARY & TASK PERFORMED:

- Inspection the sunmega ventures godown at Balrampur town place, Along with the inspection of the Kiosk, Laptop, Tabs & other accessories of the Distribution Team (Sunmega ventures)
- Physical available Defective bulbs counting
- Met with Discom officials and discussed on important issues
- Inspection the counter setup at Discom offices and other prominent location
- Met with CSC District Manager
- Met with OMC outlets owner.

CLASSIFICATION:

[] CONFIDENTIAL [] RESTRICTED

SIGNATURE (S)

Jitendra Jaiswal

SUPERVISOR

SIGNATURE



JITENDRA JAISWAL ②
TOW ID:- 6241.

TOUR INFORMATION REPORT

Name of Executive: JITENDRA JAISWAL
Designation: ENGINEER
Reporting Officer: Mr. VEDPRAKASH DINDORE (Sr. R.M Tech.) C.G.
Proposed Date: 06/02/2018 From: 06/02/2018 To: 07/02/2018
Project Details: UJALA Scheme

Purpose of Visit

Project Development

- ☒ Preliminary Meeting
☐ Seminar/Workshop/Presentation

Project Co-ordination

- ☒ Follow-up meeting
☐ Project Kick-off
☐ Techno-commercial Discussion

Project Implementation

- ☒ Project Supervision
☐ Project Execution

- ☐ Other (specify):
→ Meet with CSC District Manager.
→ Met with one outlet's owner.
→ Followup meeting with CSPDL official.

☐ Approved

Approving Authority

☐ Not Approved

JITENDRA JASWAL ⑤
TOUR ID :- 6241

Tour Allowance Claim Form for UPL Executives

ENERGY EFFICIENCY SERVICES LIMITED		TOUR TRAVELLING ALLOWANCE CLAIM		Date:- 08/02/2018	
CARD CODE	EMPLOYEE NO.	TOUR COMMENCEMENT DATE	Mth/Days	TOUR	
	NICOT 123	06/02/2018	- 0 2	B-AL-RAMPUR District	
Name		Designation	Scale of Pay	Basic Pay	
JITENDRA JASWAL		Engineer	E-1		
Department		H.O.			
U.P.L.		NOIDA			

Section I: Calculation of total TA admissible

Note: Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative.

Section-I	Amount Claimed (to be filled in by the employee)(₹)	FOR ACCOUNTS DEPT.	
		Amount admitted by Accounts (enter only if claims are claimed ticket, booked by company or Cheque Amount(₹))	Remarks
1. Journey Fares			
By Air			
By Rail & Road	120/-		
2. Conveyance charges			
Cost of Ticket Dr.	112/-		
3. Boarding & loading charges	800 + 1200/-		
+ D.A.			
A. Total	2,232/-		
Less Advance drawn from:			
C. NET CLAIM	2,232/-		

Pay () Net Claim

2,232/-

D. Refund by cheque

Cheque No. _____ Dated _____
on _____ to _____

Recover () _____

Accounts Officer

*The cancellation of booking was due to official reasons

Signature of Head of Department
Name _____
Designation _____

Name

*To be furnished when cancellation charges are claimed

Self attested
Jitendra Jaswal
20/02/2018

JITENDRA JAIN
TOWN ID - 6241

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 air journey and bus journey enclose used ticket/folders)

Departure			Arrival			Model & Class of travel	Train No./ Train Name	Purpose of Journey (Please give details)	Amount Claimed (₹)	Ticket No./MR No./Bus Ticket No.	Remarks
Date	Time	Station	Date	Time	Station						
06/12/18	10: am	Amritkapur	06/12/18	1:00 pm	Balrampur	By Bus	Ordinary		60/-	032	
07/12/18	05:00 pm	Balrampur	07/12/18	8:00 pm	Amritkapur	By Bus	Ordinary		60/-	495	

*Note: Where tickets are provided by the company the fare may be indicated in remarks column.

SECTION II : DETAILS OF CLAIM FOR Boarding /Lodging

Midnight (00hrs) spent	Station	No. of days	Slab Rates	Boarding & Lodging charges
1	Balrampur	2	800	800/-
D.A		2	600	1200/-
Total				2000/-

NOTE : Please enclose the supporting bill /declaration

1. Leave availed (if any) at [] from [] to []

SECTION III : DETAILS OF CONVEYENCE CHARGES CLAIMED

NOTE: If the space provided is insufficient, separate sheet in the same Performa may be attached duly signed by the claimant.

Sl No.	Date	Station	Place of Visit (specify Locality)		Distt. In Kms. (approx)	Means of Travel	Amount (₹)	Purpose (in brief)	Station-wise weekly total
			From	To					
1	06/12/18	Amritkapur	Ghadi Chowk	New Bus stand	5 Km	Auto	15/-		
2	06/12/18	Balrampur	Bus stand	CSP Office	20 Km	Auto	10/-		
3	07/12/18	Balrampur	Bus stand	Police station	17 Km	Auto	65/-		
4	07/12/18	Amritkapur	Ghadi Chowk	Sahipara	6 Km	Auto	22/-		
Total							112/-		

CERTIFICATE:

Certified that: I was physically present at the touring station as above for the indicated days.

Counter signed

Signature

(Name & Designation of the Controlling officer)

Jitendra Jain
Signature of Employee
Date: 08/12/2018

JITENDRA JAISWAL
TOW TO:- 6241, ⑤

Tour Allowance Claim Form for UPL Executives

BILL/CERTIFICATE
for Boarding/Lodging Charges

Certified that I have incurred expenditure of about less than Rs. 2,232/- towards
boarding/lodging expenses during the 06/02/2018 to 07/02/2018 days of calendar month
FEBRUARY 2018.

Name- JITENDRA JAISWAL

Designation- ENGINEER

Jitendra Jaiswal

ADARSH

FEEL AT HOME

MAIN ROAD OLD BUS STAND
COLLECTORATE CHOWK BALRAMPUR, DISTT-BALRAMPUR (C.G.)

A/C एवं NON A/C , रूम ठहरने का उत्तम प्रबंध



BILL No. **706**

MRS/MR. सिलेस्ट जयसवाल

ADDRESS. बिलासपुर

ADULTS

CHILDRENS

ARRIVAL

DATE 6/2/2018

TIME 4:00 PM

DEPARTURE DATE 7/2/2018

TIME 8:00 PM

Date. 7/2/2018

ROOM No. 16

Particulars	Rate		Days	Total	
	Rs.	Ps.		Rs.	Ps.
Room Rent	800	1	days	800	00
Guest Charge					
L. Tax					
Room Service					
Calls					
Laundry					
Miscellaneous					
Net Total Amount				800	00

Please forward bill to:

Bill payable on presentation
verified and found correct

Signature of Guest

Less Advance

Net Payable Amount

Net Total Amount. (in words)

आदर्श लॉज
Adarsh Lodge

Purana Bus Stand Balrampur

Distt.-Balrampur (C.G.)

आदर्श लॉज
Adarsh Lodge

CHECK OUT TIME 24 HOURS

Thanks, Welcome Again

आदर्श ट्रेवल्स बस सर्विस

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किराया

032

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कटा टिकट वापस नहीं होगा छुटी यात्री व लगेज
की जिम्मेदारी कम्पनी की नहीं होगी

गुप्ता ट्रेवल्स, अम्बिकापुर

नं.

किराया

कहां तक

हस्ताक्षर

जं. से

495

नोट— कटा टिकट वापस नहीं होगा छुटी यात्री
व लगेज की जिम्मेदारी कम्पनी की नहीं होगी।