



Domestic Travel Reimbursement Claim

BAZ Claim No(Status) : A031060(Approved)				Date : 03-02-2025
User No. : 31918		User Name : Satyajit Nayak		
User Cost Center : BHARTI INSTITUTE OF		Location : ISB Mohali		
Currency : INR		Exch. Rate : 1.0000		
User Remarks : Internal workshop in Hyderabad				
Last Years Claim : No				

EXPENSE DETAILS															
Budget code	Expense/Bill Date	From Place	To Place	Expense Head	Nature of Expense	SAC/HSN Code	Expense Description	Dimensions	Verifier Remarks	Payment Mode	Taxable Value	IGST/CGST/ST	SGST	Other Charges	Claimed Amount
RZ*Z1*5301*xxCommonIO***M171001*M17100110*ISBCO	30-12-2024			50503007 - TravelDomestic	DOMAIR - Domestic Air Travel Agent		Trip ID - NF91193360298186 Mode - Air-Air Economy Class Carrier - NF91193360298186\$Indigo From - Bhubaneswar To - Hyderabad Desc - Satyajit Nayak- NF91193360298186-BRF37L HSK22Y-04/0	Satyajit Nayak~BHARTI INSTITUTE OF~General Internal Order for Opex~	-- --	Travel Agent Third Party	13809.00	0.00	0.00	0.00	13809.00
							Expense Total				13809.00	0.00	0.00	0.00	13809.00

I confirm that I have ensured that all items claimed for reimbursement or payments requested herein are for legitimate business purposes

User Signature
User : Satyajit Nayak

Electronic Approval By : 318

Payment Instruction :	Taxable Value	Claimed Amount
Reimbursement Account No. : XXXXXXXXXXX9999	13809.00	
Paid By Company :	0.00	
Expense Total :	13809.00	

List of Document(s)						
Document ID	View	Uploaded Document	Document Type	Uploaded Date	Uploaded By	Uploaded
56982	View	NF91193360298186.pdf		03-02-2025	Satyajit Nayak	Err Us

Claim Number	Reference Number	Last Transaction	Claim Status	Claim Amt	Actioned By	Action Date	Claim For
A031060		Select Employee Claim	Submitted	13809.00	Satyajit Nayak - 31918 - Hyderabad Zone - ISB Mohali - Bharti Institute of Public Policy - TRAINEES or ASSISTANTS	03-02-2025-11:09	Satyajit Nayak
A031060		Approve Expense Claim	Under Approval	13809.00	Pranabandhu Nayak - 31843 - Hyderabad Zone - ISB Mohali - Bharti Institute of Public Policy - TRAINEES or ASSISTANTS	03-02-2025-11:10	Satyajit Nayak
A031060		Approve Expense Claim	Approved	13809.00	Saubhagya Samal - 31820 - Hyderabad Zone - ISB Mohali - Bharti Institute of Public Policy - DIRECTORS or SR DIRECTORS	04-02-2025-09:31	Satyajit Nayak

For use of Finance Department only (To be filled once entered into the Finance system)			
Finance Document No.	Posted By	Issued Cheque No.	Dated

User Contact No. : --	User Mobile No : 9583439912	User Email ID : SATYAJIT_NAYAK@ISB.edu
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