

For the use of Non-Official Member only

**NATIONAL RESEARCH CENTRE ON CAMEL
JORBEER, SHIVBARI, BIKANER**

JOURNEY PARTICULARS OF NON-OFFICIAL MEMBERS

1.	Name of the meeting(s) attended with date(s)	
2.	Name and address of the member (in Block Letters)	
3.	Designation and office to which attached and present pay, if employed (last pay drawn in case of retired Non-Official)	

4. Onward Journey (while coming to attend the meeting)

Departure			Arrival			Mode of Journey*	Amount Paid (₹)
Place	Date	Time	Place	Date	Time		

*Mode of Journey

i) By Air

ii) By Train (_____ Class), Surcharge and Reservation Charges if paid _____

iii) By State Transport Bus

iv) By own Car No. _____ of Kms. _____

v) By Official Car No. _____ of Kms. _____

vi) By Taxi or Single seat No. _____ of Kms. _____

5. Return Journey (while going after meeting)

Departure			Arrival			Mode of Journey*	Amount Paid (₹)
Place	Date	Time	Place	Date	Time		

*Mode of Journey

- i) By Air
- ii) By Train (_____ Class), Surcharge and Reservation Charges if paid _____
- iii) By State Transport Bus
- iv) By own Car No. _____ of Kms. _____
- v) By Official Car No. _____ of Kms. _____
- vi) By Taxi or Single seat No. _____ of Kms. _____

6. Hotel Charges

a)	_____	₹ _____
b)	_____	₹ _____
c)	_____	₹ _____
d)	_____	₹ _____
Total		₹ _____

7. Food Bill/Miscellaneous Charges

a)	_____	₹ _____
b)	_____	₹ _____
c)	_____	₹ _____
d)	_____	₹ _____
Total		₹ _____

8. Honorarium from _____ to _____ @ ₹ _____ per day for _____ days
₹ _____

9. Total amount of the Bill (Amount indicating against item No. 4+5+6+7+8)

₹ _____

Signature of the Member

SANCTION

Sanctioned ₹ _____ (Rupees _____)

D.D.O.

Director

CERTIFICATE

1. I actually travelled by Air/A.C.C. 1st Class/Rail/Mail Express/Train/Bus and paid the fares as claimed in the T.A. Bill for my onward journey and shall travel by Air/A.C.C. 1st Class/Rail/Mail Express/Train/Bus on the return journey.
2. I undertake to refund the excess amount, if any, drawn by me in case the return journey is not actually performed by the said mode/class of accommodation.
3. The claim has neither been preferred earlier to the ICAR nor has been claimed and shall not be claimed from any other sources.
4. I was not provided with any means of conveyance at Council's expenses and the Taxi/Scooter charges claimed in this bill were actually incurred by me in hiring taxis/scooters from my residence to Airport/Railway Station, to place of meeting and back. I was not provided with free boarding and/or Lodging on the expenses of Council or an Autonomous Body or Local Authority in which Council/Government has invested funds or have any other interest for the days for which Daily Allowance has been claimed in this Bill.
5. Certified that the journeys for which the mileage has been claimed were not performed in any other vehicles without payment of its hire charges or incurring its running expenses.
6. Certified that I was actually not merely constructively in camp for the days which D.A. has been claimed.
7. PFMS Details:
 - i) Father's Name:
 - ii) Date of Birth:
 - iii) Address with pin code:
 - iv) PAN:
 - v) Aadhar No. :
 - vi) Bank Name:
 - vii) Bank Account Number:
 - viii) Bank Account Type:
 - ix) Bank Branch Name & Address:
 - x) IFSC of Bank:
 - xi) Mobile number linked with bank account:
 - xii) Email ID:

Signature of the Member

CERTIFICATE FROM THE CONTROLLING OFFICER

- 1. It is certified that Shri/Smt./Dr. _____ has attended the above meeting from _____ to _____ at _____ and He/She has not been given any TA advance/ paid TA advance of ₹ _____ for this purpose.
- 2. Exchange voucher of Air Travel from _____ to _____ was given/not given.
- 3. Air travel or A.C.C. 1st Class or High Road Mileage between two station connected by Rail has been approved by the competent authority (copy of the orders to be attached)

Signature of Controlling Officer

4. Passed for ₹ _____ (Rupees _____)

Drawing & Disbursing Officer

5. Pay ₹ _____ (Rupees _____)

Assistant Finance & Account Officer (Audit)

Received ₹ _____ (Rupees _____) in connection with the above claim.

Signature of the Member