

Tour Diary & Details of TA/DA Claimed

Name:

Address:

Pay:

Journey details

Place of Departure Date & time	Place of Arrival Date & time	Distance & Mode of conveyance	Fare (Rs.)

TA/DA Claimed

1. Fare (Rs.) :

2. Incidental Expenses (Rs.) :

3. Actual Expenses (Rs.) :

Signature of the Officer :

Receipt

Received with thanks from The Director, Centre for Engineering Research and Development, Thiruvananthapuram an amount of Rs. _____ (Rupees _____ only)

towards the TA/DA/ expenses incurred in connection with EC/ERC Meeting/ Screening Committee Meeting/ Workshop/ Course on _____

held on _____ at _____.

Signature:

Name & address:

Certificate

Certified that the amount mentioned above has been paid by me

.....

Receipt

Received with thanks from The Director, Centre for Engineering Research and Development, Thiruvananthapuram- an amount of Rs. _____ (Rupees only)

_____ only)
towards Honorarium in connection with Screening Committee/ Project Evaluation Meeting/ Workshop/ Course on _____

_____ held on _____ at _____.

Signature:

Name & address:

Certificate

Certified that the amount mentioned above has been paid by me

.....