



**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA**

(Formerly University College of Engineering, Burla )

**Technical Education Quality Improvement Programme (TEQIP-III)**

**T.A. BILL FORM**

For the month of \_\_\_\_\_

Purpose \_\_\_\_\_

Name \_\_\_\_\_ Designation \_\_\_\_\_ Grade Pay \_\_\_\_\_ Rate of Daily allowance Rs. \_\_\_\_\_

<u>Departure</u>			<u>Arrival</u>			<u>Length of journey performed</u>					Remarks	
Date	Time	Place	Date	Time	Place	Railway	Class	Bus Journey	Own Car	D.A.		Actual Expenses

1. By own car _____ K.M. @ _____	Rs.	P.	Recommended  H.O.D	CERTIFIED 1. That I did not avail any C.L on the day of my tour. 2. That I have claimed T.A. in the shortest and cheapest route. 3. That the journey was made in the interest of the institution. 4. That I was not merely constructively but actually remained in camp on the day of my halt. 5. That I have travelled in train in the class for which I am entitled.
2. By own motor <u>cycle/Scooter</u> _____ K.M. @ _____				
3. Road journey _____ K.M. @ Rs. _____				
4. Bus journey _____ K.M. @ Rs. _____				
5. Railway fare _____				
6. Daily allowance _____				
7. Lodging charges _____				
Total Claim _____				Signature _____
Less Advance _____ (-)				Chargeable head :
Net Amount payable _____			Under Rs. _____	Passed for payment of Rs. _____
Unspent amount deposited vide _____				Rupees _____
Receipt No. _____ Date _____ Amount _____				

Verified as per TEQIP Rule:-

An amount of Rs. \_\_\_\_\_ paid/PFMS No. \_\_\_\_\_  
Dated \_\_\_\_\_

DA

Nodal Officer  
Financial

Coordinator  
TEQIP