

CERTIFICATE FOR T.A. ON TOUR

Certified that :

1. I have performed the journey in the interest of Govt. work. Public Service. I have traveled by Railway Mail/Express in a class of accommodation not lower than for which fares are claimed in this bill and to which I am entitled. No return tickets (Railway) were available for this journey/ return tickets (Railway) were available but were not purchased because of return journey was not expected to be performed within the period for which such tickets were available. I was not provided with free railway pass. The journeys were performed by the shortest routes. I did not claim at the higher rates by taking a single seat in any public conveyance (excluding steamer) which plies regularly to hire between fixed point and journeys were not performed in any vehicle with payment of hire charges incurring it in running expenses.

2. I availed my self / did not avail of credit facilities for booking Air passage with the Airlines Corporation of India / Air India International by requisition through an exchange order.

3. I was actually and not merely / constructively in the camp during Sundays and Holidays. The period for which daily allowance has been claimed. I was not on casual leave / restricted holiday on any earned leave/ half pay leave during the tour. The halts for which full and half daily allowance have been claimed were necessitated by the performance of duty at the place of halts.

4. The distance by the road for which road mileage allowance has been claimed is correct to the best of my knowledge. I did not avail any Govt. Transport during the journey except where mentioned. The journeys were performed by the departmental jeep/ vehicle and are tallying with the Log Book.

5. I have been / have not been provided with free boarding and or lodging at the expenses State/ Central Government Autonomous or a Local Authority in which Government funds have been invested or in which Government have any other interest from them. I stayed from _____ to _____ at _____ at _____ which provides boarding/lodging at schedule tariffs. There was no reduction in the actual expenditure during the period in excess of thirty (30) days claimed in this bill. I have taken an advance of Rs. _____ (Rupees _____ only) in respect of this journey.

6. The claims have not been performed / preferred previously.

Station _____

Signature of the Govt. Employee _____

Date _____

Designation _____

Encl. : Tour Bill

(Office/Section to which attached)

(Strike out whichever is not applicable)