

INDIAN INSTITUTE OF SUGARCANE RESEARCH, LUCKNOW-226 002

NAME (BLOCK LETTERS) :

DESIGNATION:

DIVISION/SECTION

**PROPOSAL FOR TOUR
(TO BE SUBMITTED IN DUPLICATE)**

DATE	DEPARTURE	DATE	ARRIVAL	DISTANCE	RLY/BUS FARE
ONWARD JOURNEY					

RETURN JOURNEY

PURPOSE :

For undertaking journey a T.A. advance of Rs.

may also kindly be sanctioned and tour as above approved.

Signature of the officer

Recommendation of Head
of Division/Section

Order of the competent authority

Bill No. :

Dated.....

Chargeable Head.....

Passed for Rs.

(Rs

)

D.D.O.
Sr. Administrative Officer

For use in Audit Section

Pay Rs.....(Rs.....

Asstt. / supdt

Finance & Accounts Officer

Paid vide cheque No.....dated.....

Signature