



केशोबासं  
ICAR

केन्द्रीय शीतोष्ण बागवानी संस्थान  
CENTRAL INSTITUTE OF TEMPERATE HORTICULTURE

(भारतीय कृषि अनुसंधान परिषद)

Indian Council Of Agriculture Research

के. डी. फार्म, पुराना हवाई क्षेत्र, पो. आ. रंगरेट-190007, श्रीनगर

Old Air Field, P. O. Rangreth-190007, Srinagar (Jammu and Kashmir)

(REQUEST FOR TRAVELLING ALLOWANCE TO PROCEED ON TOUR)  
(To be filled in Duplicate)

1. Scheme/Project (Plan, Non Plan, Other) \_\_\_\_\_ (Pl. Specific Project)
2. Name and Design. \_\_\_\_\_
3. Whether Permanent/ Temporary \_\_\_\_\_
4. Basic pay + Grade Pay Rs. \_\_\_\_\_
5. Place of Tour Approved \_\_\_\_\_
6. Date of Departure \_\_\_\_\_
7. Duration of Tour \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_
8. Date of Return of Head Quarter \_\_\_\_\_
9. Purpose of Journey \_\_\_\_\_
10. Details of T.A. Advance Applied for
  - a) AIR FARE (To and from) Rs. \_\_\_\_\_
  - b) Rail/Bus Fare (Class) Rs. \_\_\_\_\_
  - c) Inter City charges Rs. \_\_\_\_\_
  - d) Food Charges/DA Rs. \_\_\_\_\_
  - e) Guest House/Hotel Charges Rs. \_\_\_\_\_
11. No earlier advance is outstanding for adjustment \_\_\_\_\_
12. The advance will be adjusted within 15 days of completion of journey.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Design. \_\_\_\_\_

13. T.A. Advance of Rs. \_\_\_\_\_ is recommended.

Section In-charge

14. T.A. Advance of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_  
\_\_\_\_\_ only) is sanctioned under \_\_\_\_\_ (Plan/Non Plan/Project)

DIRECTOR