

CENTRAL INSTITUTE OF FRESHWATER AQUACULTURE
(I. C. A. R.)
P.O. : KAUSALYAGANGA, VIA : BHUBANESWAR - 751002

APPLICATION FOR T.A. ADVANCE

1. Name & Designation : _____
2. Pay _____ Section attached : _____
3. Project No. _____ (a) Place of posting _____
(b) Divn / Stn. _____
4. Places to be visited _____
5. Period of tour _____ Departure _____
Arrival _____
6. Purpose of tour _____
7. Whether tour programme has been approved, if so, the original programme to be attached : _____
8. Whether T.A. advance taken previously
(If any); Whether it has been adjusted :
9. Details of fares :
 - a) Railway / Air way Rs. _____
 - b) Daily allowances Rs. _____
 - c) Road journey, if any Rs. _____Total : _____
10. Amount of advance required Rs. _____
(Rupees _____)

(Signature)

Date :

Recommendation of the Head of Office

Fund position as on

Expenditure including this

Balance available

Signature of Head of
OFFICE

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(For Office Use only)

Certified that the advance will be adjusted in one instalment from the detailed T.A. bill to be submitted in due course.

Station :

Date :

Passed for Rs. _____ (Rupees _____)

Controlling Officer

Pay Rs. _____ (Rupees _____
_____ only)

Examined and entered.

Accountant

ACCOUNTS OFFICER

Sn/-