

HIMSR & HAH-CH

Hamdard Nagar, New Delhi - 110062

	DEPART	JRE					ARRIVAL			
Name Designation Pay. D.A.	Place	Date	Time	Mode of journey rail/air/bus or road	Whether by Mail, Express of Passenger train and class (in case of rail)	Actua fare (single of return) and in case of air jouney whether travelled on credit	Place	Date	Time	Approximate mileage from Railwai Station/Choef Air Booking Office/ or place
Purpose of journey										
Amount of T.A. advance drawn, if any										
Signature of claiment with data										
Signature of claimant with date										
Counter signature of Controlling Officer										

FURTHER PARTICULARS REQUIRED TO BE FURNISHED

QUESTIONS

REPLIES

- 1. (a) Whether you were on causal leave during the period of halt?
 - (b) If, yes, please give details about the period and dates.
- 2. (a) Where you were treated as State Guest during the period of halt and provided with free loading or board?
 - (b) If yes, please state whether both free lodge and free board were given or whether only free lodge or only free board was given?
- 3. (a) Where return tickets were purchased for journeys wherever such tickets were available?
 - (b) If not, please give reasons.
- 4. Whether you were actually (and not merely constructively) in camp on Sundays and holidays during the days of the halt?
- 5. (a) Whether any Government transport was utillised for journeys or at places of halt free of charges or without payment of the cost?
 - (b) If yes, please give details?
- 6. Whether the T.A. is to be borne by any outside organization or any payments have already been made by them?
- 7. (a) Whether you performed any road journey along with any government servant in a car belonging to him or to a third person?
 - (b) If yes, please give details.
- 8. Whether you performed any road journey by taking a single sea in any public conveyance plying regularly on hire between fixed points and charging fixed rates?

Signature of Claimant with date