भारतीय प्रौद्योगिकी संस्थान रोपड़



INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Research & Development

 **BILL EXTERNAL MEMBERS CALLED FOR MEETINGS/WORKSHOP/CONFERENCE**

|  |  |
| --- | --- |
| 1. Name and Address:
 |  |
| 1. Email ID
 |  |
| 1. Station of Origin
 |  |
| 1. Fare paid for both ways and Mode of Conveyance
 |  |
| 1. Date & Time of journey ( on ward & Return )
 |  |
| 1. Local journey by Road at the Head quarter
 |  |
| 1. Arrival date/time
 |  |
| 1. Date & time of leaving
 |  |
| 1. Local Journey at Ropar
 |  |
| 1. Dates of Meeting
 |  |
| 1. Purpose of visit
 |  |
| 1. Whether free boarding and lodging provided
 |  |
| 1. Any other information
 |  |
| 1. Bank Account Details
 |  |
| 1. PAN Details (Copy Attached)
 |  |

Date:

 **Signature of the Member**

Enclosures:

**Journey verified and sitting fee @ Rs. \_\_\_\_\_\_\_\_\_per session is being paid along with**

|  |  |
| --- | --- |
| Total amount towards TA/DA |  |
| Amount of Honorarium (For \_\_\_\_\_\_\_ session)  |  |
| **Total Amount Passed**  |  |

**(Rupees\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)**

**Project Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Budget Head\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of the verifying officer**

**Available Funds\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dealing Assistant Associate Dean (R&D) Dean (R&D)**