J.N. Govt. Engineering College, Sundernagar, H.P.

TEQIP-III

TOUR DIARY PROFORMA FOR STUDENTS

Name of the Student Semester

Branch Roll No.

Purpose of the journey:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No | Departure  Station | Date & Time | Arrival Station | Date & Time | Mode of Journey | Purpose |
| 1 |  |  |  |  |  | Forward journey to…. |
| 2 |  |  |  |  |  |
| 3 | Attended\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| 4 |  |  |  |  |  | Backward journey after attending… |
| 5 |  |  |  |  |  |

Name & Signature of the Student

Recommended and Submitted for approval.

HOD/OIC

Department of \_\_\_\_\_\_\_

JNGEC Sundernagar

J.N. Govt. Engineering College, Sundernagar, H.P.

TEQIP-III

TA/DA CLAIM FORM FOR STUDENTS

Name of the Student Semester

Branch Roll No.

Purpose of the journey:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Departure | | Arrival | | Mode and Travel fare paid | Hotel Charges  (if any) | No of Days  & DA Rate admissible | Total |
| Station | Date & Hour | Station | Date & Hour |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| **TOTAL** | | | | |  |  |  |  |
| **G.TOTAL**  **Including Registration Fee paid (if any)** | | | | |  | | | |

Name & Signature of the Student

Recommended and Submitted for approval.

HOD/OIC

Department of \_\_\_\_\_\_\_

JNGEC Sundernagar