

Certified that the facts mentioned (in the T.A. Bill are true and that the claims made in this T.A. Bill are correct on the basis of the assumptions ferred to in G.R.F.E., No. 1.JN 1071/2511/GH, dated 15th June, 1971 as amended from

PASSED for Rs. (in words) **Rs.** _____
Rupees _____

Dated 20 _____

(Government Servant)

Head of Office

(Controlling Officer)

Pay Rupees (in words and figures)

Treasury Officer/P.A.O.
Sub-Treasury Officer

*From Sub-Treasury

Examined and entered

Accountant

Dated 20 _____

Incorporated in the District Accounts on _____

Accountant

*To be filled up when payable from a Sub-Treasury

		Rs.	P.
Railways and Steamer fare (Col. 10)			
Road Mileage Kms (Cols 11 and 12)	By road Paise per Kms		
Days for which Allowance in 'claimed' (Col. 14)			
Incidental expenses			
Total			
Deduct			
1. Amount of T.A. Advance on transfer/tour			
2. Single/Double P.T.A. for () days B.C.S.R. 442/443			
3. Hire due to Government under B.C.S.R. 678 for () days at			
Net claimed			
(For the use of Gazetted Government Servants only)			
Received Payment			
Signature of officer who travelled	STAMP		
Cheque to be made payable to the order of			
Office			
Memo	(Name of Bankers)		
Allotment for 20.....			
Expenditure including this bill			
Balance			
Passed for Rupees			

Controlling Officer

B.T.R. FORM NO. 21

(see Rule 251 and 272)

Outer General

Bill Register No.

Travelling Allowances Bill of the Establishment/Gazetted Government Servants

Office of the

(For Use in Treasury)

Name of Treasury,

Token No.

Date:

Token No.

Date:

Token No.

Date:

COMPUTER INPUT DATA

(To be filled in by Treasury)

1. District

2. Month & Year

3. Voucher No.

4. Class of Expenditure

5. Fund

6. Drawing Officer

7. Demand No.

8. Type of Budget

9. Scheme

10. Head Chargeable

Sector

Demand No. 5

Major Head 2054

Sub-Major Head 0

Minor head 95

Sub Head 1

OBJECT 11DTE

For Use in A.G.'s Office

Admitted for Rs.

Objected for Rs.

Reasons for objection

AUDITOR

Section Officer

General Officer

Object Expenditure	Code No.				Amount Rs.
(1) Leave Travel Concession (Net)	0	0			
(1) Travel Expenses (Net)	0	3		+	
(1) T.A.D.A. for Non-Official Member (Net)	0	3	1	+	

TRAVELLING ALLOWANCE BILL OF THE ESTABLISHMENT/GAZETTED

GOVERNMENT SERVANTS FOR THE MONTH OF

P.T.A.

C.A.

Head Quarters

Particulars of journeys and halts						Kind of journey i.e. by rail (mail or passenger) Steamer Road or trolley.	Railway		Fare		Distances travelled by road or by trolley			No. of days for which daily allowances is claimed	Purpose of journey/Halt	Total of each columns		Remarks			
Departure			Arrival				Steamer	Class	No. of fares	Amount	or which mileage is admissib		For which daily allow- ance is admissible			14	15		16		
Station	Date	Hour	Station	Date	Hour		Class				At ordinary rates	At other rates							11	12	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Rs.	P.				

In the case of Gazetted Government Servant

Note:- (1) In the case of Non-Gazetted Establishment similar particulars of Name, Designation etc. should be detailed in the body of the bill

(2) Please see G.R.F.D., No. TJN-1071-2514-GH, dated 15th June, 1971 and G.R.F.D., No. TJN/1071/4774/GH, dated 24th January, 1974