

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
TATA INSTITUTE OF FUNDAMENTAL RESEARCH
V.N.Purav Marg, Mankhurd, Mumbai - 400 088.

TA/DA reimbursement form for Students

Name of the programme :	
Name of student:	
Address:	
Email address & Mobile no :	
Nearest Railway Station:	Nearest Airport:
Please provide your bank details for reimbursement of TA/DA claim	
Beneficiary Name:	
Account No.:	IFSC Code:
Bank Name:	Branch Address:

Particulars	Date	Time	
Departure from institute /residence			
Arrival at project location			
Departure from project location			
Arrival at institute/Residence			
	Particulars	Amt paid (Rs.)	For Office Use
Mode & class of travel (Air/Rail/Road)			
A) Onward journey – Ticket No.			
B) Return journey – Ticket No. (Attach original tickets/counter foils)			
Mode of Conveyance at institute/residence (fare paid)			
A) Institute/ Residence to Airport/Railway Station (km)			
B) Airport/Railway station to institute/residence(km)			
Mode of Conveyance at project location (fare paid)			
C) Airport/Railway station to project location			
D) Project location to Airport/Railway station			
Total Rs.			

Declaration of student
<p>I certify that the TA/DA for this camp have not been claimed from any other source.</p> <p style="text-align: right;">Date & Signature of student</p>

:2:

Certificate

Certified that the above student has actually attended the programme/camp from _____ to _____ . His /Her claim may be drawn as per rule.

Date and Signature of HBCSE Programmee Co-ordinator

Claim passed for Rs. _____ (Rs. in words _____)

Checked & Verified by A/c Dept.

Head Admin & Finance

Authorized Signatory

(P.T.O)

Self –declaration Certificate for Completion of journey

(If you travelled by air then fill this form)

(Annexure to O. M. No. 19024/03/2021.E.IV dated 16.06.2022)

1. I (Name of the Student/Resource Person)
hereby declare and certify that :
2. I have actually performed the onward journey fromto.....
on and return journey from.....to.....
on for the purpose of Tour/Training.

Or

3. I/We have actually performed the onward journey from.....to
Onand return journey fromto.....
On for the purpose of Transfer / LTC / Retirement. The particulars of the self and family members who have performed journey either with the Government Servant or separately are as under:-

Sr.	Name	Age	Relationship with Govt. servant

(Note- Sr. No. 3 is not applicable to the NIUS /Olympiad students and Resource Persons)

4. In case the above declaration given by me is not found true at any stage, I shall be liable to disciplinary action under Central Civil Services (Classification, Control and Appeal) Rules, 1965 as amended from time to time.

(Signature)

Name of the Student/Resource Person:

Programme- NIUS/ Olympiad

To

Admin/Establishment Section
HBCSE/TIFR