

## **NATIONAL INSTITUTE OF PUBLIC COOPERATION & CHILD DEVELOPMENT**

5, Siri Institutional Area, Hauz Khas, New Delhi-110016

|         | (Sub-bill  |   |  |                                       |               |                       | •       | Sub i                | oill No                          |  |
|---------|------------|---|--|---------------------------------------|---------------|-----------------------|---------|----------------------|----------------------------------|--|
|         |            |   | LEA  | VE TR                                 | AVEI          | CONCES                | SION    | BILL                 |                                  |  |
|         |            | For the b   | olock of years   |                                       |               |                       | .To     |                      | <u> </u>                         | •  |
|         | (Note      | — This bill sh  | ould be prepa  | red in d                              | -             | ate – one :<br>PART-A | for pay | ment and th          | ne other as of                   | fice copy)   |
|         |            |   | (To be   | filled in                             |               | he Govern             | ment S  | Servant)             |                                  |  |
| 1.      | Name       |   | -  |                                       | -             |                       |         | <del>-</del>         |                                  | an in the second control of the cont |
| 3.      | Pay ₹      | , w. welpowiaministrate successful and supplies a supplies of the supplies of | gr. myrmathodollighin th'dyrathloursysteli ornathonstynog v. mitochek kalyntho | v dy lakoskomorajanský tyrapovet (+ i | 4             | . Headqu              | arters  | Water and the second |                                  | - N - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1  |
| 5.      |            | f period of lea   |  |                                       |               | ·                     |         |                      |                                  | •  |
|         | Nature o   | f leave   | · ·  |                                       | <del></del> , | From _                |         |                      | Ιὺ                               |  |
| 6.      | Particula  | rs of members   | s family in res  | pect of                               | who           | m the Leav            | e Trav  | el Concess           | ion has been                     | claimed :  |
| S       | I.No.      |   | Name (s)   | Name (s)                              |               | :                     | Age     | Relatio              | Relationship with the Govt. Serv |  |
|         |            | •   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  | •  |
| 7.      | Details of | f journey(s) pe   | erformed by G  | overnn                                | nent :        | Servant an            | d the r | nembers of           | his/her Famil                    | y:   |
|         | Departure  | Arrival   | Distance in  | Mode                                  | of            | Class                 |         | No. of               | Fares Paid                       | Remarks  |
| Pla     | ace & Date | Place & Date km   |  | travel                                |               | Accommoda<br>used     |         | fares                | ₹                                |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         | i          |   |  |                                       |               |                       |         |                      | ·                                |  |
|         |            |   | -  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         | :                    |                                  |  |
|         |            |   |  | , .                                   |               |                       |         |                      |                                  |  |
| 8.      | Amount o   | of advance, if  | any drawn  |                                       |               |                       |         | ₹                    |                                  |  |
| 9.      | Particular | s of journey(s  | s) for which h   | igher c                               | lass          | of accomm             | odatio  | on that the o        | one to which                     | the Government   |
|         | Servant is | s entitled, was   | used, (Sanc  | tion No.                              | . & da        | ate to be gi          | iven).  |                      |                                  |  |
| Place   |            |   | Mode   | Mode of conveyance                    |               |                       |         | s by which           | No. of fares                     | Fare Paid  |
| From To |            |   |  |                                       |               |                       |         | ily travelled        |                                  | ₹  |
| -       |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  |  |
|         |            |   |  |                                       |               |                       |         |                      |                                  | à  |
|         |            |   |  |                                       |               |                       |         | • •                  |                                  |  |
|         |            | 1   |  |                                       | l             |                       |         |                      |                                  |  |

| Name of  | Places   | Class to which        | Rail Fare                 |  |  |  |
|--|--|-----------------------|---------------------------|--|--|--|
| From   | То   | entitled              | ₹                         |  |  |  |
|  |  |                       |                           |  |  |  |
|  |  |                       |                           |  |  |  |
|  |  |                       |                           |  |  |  |
|  |  |                       |                           |  |  |  |
|  |  |                       |                           |  |  |  |
| ERTIFIED THAT :  |  |                       |                           |  |  |  |
| The information as given above   | e is true to the best of my knowle   | edge and belief; and  | l                         |  |  |  |
| Government Service and the co  | employed in Government Servencession has not been availed or<br>rs for the concerned block of year | f by him / her separa | ately for himself / herse |  |  |  |
| Date :   |  | Signature             | of Government Serva       |  |  |  |
|  | PART-B   |                       |                           |  |  |  |
|  | (To be filled in by the Bill Sec   | etion)                |                           |  |  |  |
| The net entitlement on account of leave travel concession works out to ₹ |  |                       |                           |  |  |  |
| ( Rupees   |  |                       |                           |  |  |  |
|  |  | ;                     | Amount ₹                  |  |  |  |
| as detailed below :  |  |                       | Airjount                  |  |  |  |
| (a) Railway/Air/Bus/Steamer  |  |                       |                           |  |  |  |
| (b) Less amount of advance   |  |                       |                           |  |  |  |
| Vr. No   | date   |                       |                           |  |  |  |
|  |  | Net amount            | ₹                         |  |  |  |
|  |  |                       |                           |  |  |  |
| <ol> <li>The expenditure is debitable to</li> </ol>                      |  |                       |                           |  |  |  |
| Dealing Assistant  | Accounts Officer   |                       | D.D.O.                    |  |  |  |
|  | Countersigned  |                       |                           |  |  |  |
|  | Jt. Director (CS)  |                       |                           |  |  |  |
| Certified that n   | ecessary entries have been mad   | le in the Service Bo  | ok of                     |  |  |  |
|  |  |                       |                           |  |  |  |