



नैनो विज्ञान एवं प्रौद्योगिकी संस्थान

विज्ञान एवं प्रौद्योगिकी विभाग, , भारत सरकार का एक स्वायत्त संस्थान)

INSTITUTE OF NANO SCIENCE & TECHNOLOGY

(An Autonomous Research Institute of Department of Science and Technology, GOI)

Knowledge City, Sector 81, S.A.S Nagar, Manauli P.O. 140306, Punjab

TA CLAIM

(For Members / Experts / Non-official Members called for various official meetings of INST)

1.	Name and address			
2.	Designation			
3.	Pay Level			
4.	Name of Organization and its location			
5.	Date & Place of meeting			
6.	Details of Meetings			
7.	Details of Journey	Mode	Date	Amount Paid
	- Outward			
	- Return Journey			
		Total		
8.	Local transportation, if any			
9.	Total			

Date:

Signature

CERTIFICATE BY COORDINATOR, INST

Certified that the Officer has attended the above meeting on _____ at _____.

Honorarium at the approved rates and traveling expenses as per admissibility may please be approved for payment from Institute / RP _____ / IND _____ / Contingency (PhD / NPDP _____).

Co-ordinator, INST



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HONORARIUM

Received a sum of Rs. _____/- (Rupees _____ only)

towards honorarium for _____

_____ on _____ at INST Mohali.

(Signature)

Name:

Designation:

Date:

BANK DETAILS

Sr.No	Particulars	
1	Name of Account Holder	
2	Bank Name	
3	Bank Branch Address	
4	Account Number	
5	IFSC Code	
6	MICRA CODE	



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FOR OFFICE USE ONLY

1	Guest House Payments	No. of Days	Rate	Amount	<u>Sign. of Guest House Incharge</u>
2	TA				
3	Local Journey				
4	Honorarium				
5	Any other				
	Total				

Dealing Assistant

Approved / Not Approved

Finance Officer

Director / CFAO, INST