**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**

**TOUR PROGRAMME & APPLICATION FOR T.A ADVANCE**

ORIGINAL

1. **Name :**
2. **Designation :**
3. **Dept/Section :**
4. **Pay :**
5. **Purpose of journey :**
6. **Authority :**
7. **Place of Visit :**
8. **Period of tour : From……….….to……………...**
9. **Details of journey :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Lap** |  |  |  |  |  |
| **Mode** |  |  |  |  |  |
| **Class** |  |  |  |  |  |

1. **Advance (if any) required :**

 **(Please give estimate below)**

 **11. Signature of the official :**

 **Estimate**

|  |
| --- |
|  ***Tour Programme approved*** ***Tour advance sanctioned subject*** ***To eligibility*** **DEAN (ADMN.)/DIRECTOR** |

**Appropriation for the current year Rs.**--------- **------- Pay Rs**……………………………………………….

**Expenditure including this bill Rs**.--------- ------- (Rupees…………………………………………….

…………………………………………………….)

**Balance available Rs**.-----------------