

JOURNEY PARTICULARS OF NON OFFICIAL MEMBERS

1. Name of the meeting/ conference etc. attended with date
2. Name and address of the Member (in block letters)
3. Designation, Office to which attached and present pay. If employed (Last Pay drawn in case of Retired Non-official)
4. Onward journey (while coming to attend the meeting)

Departure			Arrival			Actual amount paid

- (i) Air
- (ii) Rail(class), surcharge and reservation charges, if any
- (iii) Stat Transport
- (iv) By own car/ official car/taxi(Full or single seat

5. Return journey(while coming to attend the meeting

Departure			Arrival			Actual amount paid

- (v) AIR
- (vi) Rail (class), surcharge and reservation charges, if any.
- (vii) Stat Transport Bus
- (viii) By own car/ official car/taxi(Full or single seat)