

यात्रा भत्ता बिल के लिए प्रमाणपत्र

Certificate for Tour T.A. Bills

प्रमाणित किया जाता है कि/Certified that

1. I मैंने वास्तव में, यात्रा भत्ता बिल में निर्दिष्ट श्रेणी में मेल/एक्सप्रेस गाड़ी में यात्रा की है। टिकट सं.-----है (प्रथम तथा द्वितीय श्रेणी की यात्राओं की स्थिति में)/actually travelled by Mail/Express train by the class of accommodation as claimed in this T.A. bill. The ticket No. (s) is/are dated(in the case of I & II class travels).
2. ऐसे रविवार तथा अवकाश के दिनों में जिसके लिए दैनिक भत्ता दावा किया गया है, मैं वस्तुतः कार्यस्थल पर मौजूद था
I was actually and merely constructively in camp on Sundays and other holidays during the period for which such daily allowance has been claimed.
3. मैं उन दिनों में से किसी भी दिन आकस्मिक अवकाश पर नहीं था जिस दिनों के लिए दैनिक भत्ता मांगा गया है।
I was not on casual leave on any day for which daily allowance has been changed in the bill.
4. सड़क द्वारा यात्रा को दर्शायी गई दूरी, जिसके लिए मील- भत्ता मांगा गया है, मेरी जानकारी और विश्वास के आधार पर सही है।
The distance by the road for which mileage allowance has been charged is correct to the best of my knowledge and belief.
5. जिन विराम के दिनों के लिए दैनिक भत्ता पूरा या आधा भत्ता का दावा किया गया है, वे कार्य को निपटाने का दृष्टि से आवश्यक थे।
The halts for which Full and half daily allowance have been claimed were necessitated by the performance of duty at the places of halts.
6. यात्राएं लोक सेवा के हित में की गईं तथा जिन यात्राओं के लिए मील भत्ता दावा किया गया है, इनके लिए परिषद/केंद्रीय राज्य या किसी अन्य संस्था से निःशुल्क यातायात की सुविधा प्राप्त नहीं की गई है।
The journeys were performed in the interest of public service and no Council/Central State Government or any other organization's free transport was utilized for journeys for which road mileage has been claimed.
7. जिस स्थानों के लिए सड़क मील भत्ता का दावा किया गया है वे प्रत्यक्ष या अप्रत्यक्ष रूप से रेल से जुड़े हुए नहीं हैं।
The station between which road mileage allowance has been claimed are not connected by rail directly or indirectly.
8. रेल यात्रा यथासंभव छोटे रास्ते से की गई थी तथा मांगा मील भत्ता सही है।
The rail journey was performed by the shortest possible route and the rail mileage shown is correct.
9. मैंने हवाई जहाज से यात्रा की है तथा इसके वास्तव में रु.----- का किराए के रूप में का भुगतान किया है।
I travelled by air and have actually paid Rs as fare.
10. मैं विराम के दिनों में मुझे राज्य अतिथि प्राप्त नहीं था। नहीं था। मुझे परिषद भारत सरकार या किसी अन्य संस्था के खर्च पर भोजन तथा आवास/ आवास उपलब्ध नहीं था।
I was /was not treated as State Guest during my halt at and was/ was not provided with board and lodging/lodging only at State expense/at the expense of the Council; Government of India or any other organization.
11. रेल यात्राओं के लिए वापसी टिकट उपलब्ध नहीं था।/No return ticket (rail) was available for the journey.
12. रेल यात्राओं के लिए वापसी टिकट उपलब्ध थे लेकिन वे इसलिए नहीं खरीदे गए क्योंकि नियमानुसार वापसी यात्रा निर्दिष्ट अवधि में सम्पन्न नहीं की जानी थी।/Return tickets (rail) were available but were not purchases the return journey was not expected to be performed within the period for which such tickets were available.

13. मैंने निश्चित स्थानों के बीच चलने वाली किसी सरकारी बस में निर्धारित किराया देकर (स्टीमर को छोड़कर) ऐसी सड़क यात्राएं नहीं की हैं जिनके लिए नियमावलि 46 के अंतर्गत विहित मील भत्ते के लिए उच्च दर का मांग की गई है। मैं यह भी प्रमाणित करता हूँ कि मैंने किसी वाहन में बिना निर्धारित किराया या वाहन का चालन खर्च दिए यात्राएं नहीं की हैं। I did not perform road journeys for which mileage allowance has been claimed at the higher rates prescribed in Rule 46 of the supplementary Rule by taking a single seat in any public conveyance (excluding a steamer) which plies regularly for hire between fixed points and charges fixed rates. I also certify that the journey was not performed in an other vehicle without payment of its hire charges or incurring its running expenses.
14. मैंने इंडियन एयरलाइंस / एयर इंडिया के द्वारा खरीदे गए टिकट के लिए एक्सचेंज ऑर्डर मांगकर उधार सेवा का उपयोग किया है/किया है/नहीं किया है। I availed myself of/did not avail of credit facilities for booking my air passage with the Indian Airlines Corporation/Air India International by requisition through an Exchange order.
15. मैंने आरक्षित करायी गई जगह पर यात्रा की है तथा मेरे साथ किसी अन्य अनधिकृत व्यक्ति ने उस आरक्षित डिब्बे में यात्रा नहीं की है।
I travelled have reserved accommodation by by rail requisition (H.O.R) for me and no non-entitled persons travelled with me in the requisitioned accommodation/and the following persons.
16. मुझे यात्रा भत्ता बिल में दर्शायी यात्रा के लिए यात्रा भत्ता प्राप्त नहीं हुआ था अग्रिम / का रु.....
प्राप्त हुई थी जिसका समायोजन इस बिल में कर दिया गया है।/ I have been paid/not paid T.A advance of Rs for the journeys shown in the T.A bill and the amount is adjusted in this bill.
17. विविध खर्च के अंतर्गत मील भत्तों का दावा नहीं किया गया है/No mileage has been claimed in petty contingencies.
18. मुझे रु..... प्रति यात्रा की दर से निश्चित यात्रा भत्ता प्राप्त है और यात्रा स्थानांतरण यात्रा भत्ते में से उन दोनों के लिए तदनुसार कटौती कर ली गई है।/I am in receipt of fixed T.A @ Rs P.M and corresponding amount thereof has been deducted in the bill for the days for which tour/transfer T.A has been claimed.
19. प्रमाणित किया जाता है कि नगर सीमा के अंतर्गत की गई स्थानीय यात्राओं के लिए मेरे निवास स्थान तथा अस्थायी इ्यूटी स्थल के बीच की दूरी मेरे सामान्य इ्यूटी स्थल की दूरी घटाने के बाद आठ किलोमीटर से कम है।/In respect of local journey within municipal limits it is certified that the total distance travelled to reach the temporary duty point minus the distance from my residence to the normal place duty is more than eight kilometers.
- टिप्पणी:

जो प्रमाण पत्र लागू नहीं होते हैं उन्हें रोक दिया जाना चाहिए।
N.B: Certificates which are inapplicable should be stuck off.

Certificate for Tour T.A. Bills

Certified that

1. I actually travelled by Mail/Express train by the class of accommodation as claimed in this T.A. bill. The ticket No. (s) is/are dated(in the case of I & II class travels).
2. I was actually and merely constructively in camp on Sundays and other holidays during the period for which such daily allowance has been claimed.
3. I was not on casual leave on any day for which daily allowance has been changed in the bill.
4. The distance by the road for which mileage allowance has been charged is correct to the best of my knowledge and belief.
5. The halts for which Full and half daily allowance have been claimed were necessitated by the performance of duty at the places of halts.
6. The journeys were performed in the interest of public service and no Council/Central State Government or any other organization's free transport was utilized for journeys for which road mileage has been claimed.
7. The station between which road mileage allowance has been claimed are not connected by rail directly or indirectly.
8. The rail journey was performed by the shortest possible route and the rail mileage shown is correct.
9. I travelled by air and have actually paid Rs as fare.
10. I was /was not treated as State Guest during my halt at and was/ was not provided with board and lodging/lodging only at State expense/at the expense of the Council; Government of India or any other organization.
11. No return ticket (rail) was available for the journey.
12. Return tickets (rail) were available but were not purchased the return journey was not expected to be performed within the period for which such tickets were available.
13. I did not perform road journeys for which mileage allowance has been claimed at the higher rates prescribed in Rule 46 of the supplementary Rule by taking a single seat in any public conveyance (excluding a steamer) which plies regularly for hire between fixed points and charges fixed rates. I also certify that the journey was not performed in an other vehicle without payment of its hire charges or incurring its running expenses.
14. I availed myself of/did not avail of credit facilities for booking my air passage with the Indian Airlines Corporation/Air India International by requisition through an Exchange order.
15. I travelled have reserved accommodation by by rail requisition (H.O.R) for me and no non-entitled persons travelled with me in the requisitioned accommodation/and the following persons.
16. I have been paid/not paid T.A advance of Rs for the journeys shown in the T.A bill and the amount is adjusted in this bill.
17. No mileage has been claimed in petty contingencies.
18. I am in receipt of fixed T.A @ Rs P.M and corresponding amount thereof has been deducted in the bill for the days for which tour/transfer T.A has been claimed.
19. In respect of local journey within municipal limits it is certified that the total distance travelled to reach the temporary duty point minus the distance from my residence to the normal place duty is more than eight kilometers.

N.B: Certificates which are inapplicable should be stuck off.

