

UNION PUBLIC SERVICE COMMISSION

DHOLPUR HOUSE, NEW DELHI, PIN - 110011.

TA/DA FORM FOR ADVISERS FROM OUTSIDE DELHI

TRAVELLING ALLOWANCE BILL

1. Name & Residential Address : _____
 (IN BLOCK LETTERS) : _____
 : _____
 : _____ Pin Code _____

2. Please state whether Serving or Retired : _____

3. If serving, please indicate status

i) Central Govt./State Govt./PSUs/
 Private Sector/Others : _____

ii) Post/Designation : _____

iii) Basic Pay : _____

iv) Office Address : _____
 : _____
 : _____ Pin Code _____

4. Date(s) of Selection/PT Board Meetings : _____

5. PARTICULARS OF JOURNEY :

DEPARTURE		ARRIVAL		Mode of travel & class of Accommodation	Fare Paid or Payable	Distance in Kms. for road Mileage	Details of Ticket Nos. etc.
Date & Time	From	Date & Time	To				
1	2	3	4	5	6	7	8

(A) ONWARD JOURNEY TO NEW DELHI

DEPARTURE		ARRIVAL		Mode of travel & class of Accommodation	Fare Paid or Payable	Distance in Kms. for road Mileage	Details of Ticket Nos. etc.
Date & Time	From	Date & Time	To				
1	2	3	4	5	6	7	8

(B) RETURN JOURNEY FROM NEW DELHI (PROPOSED)

6. CERTIFICATES

- (a) Certified that no T.A. in respect of the Journey or D.A. for the period mentioned in the bill has been or will be claimed by me from any other official source except from UPSC.
- (b) Certified that wherever, (i) any part of the Journey (other than the Rail Journey) was performed by a conveyance provided at the expense of the Govt. of India or State Govt. or a local fund, (ii) Free Boarding and / or Lodging are provided by State or any organization financed by State Funds, the claim has been regulated taking this fact into account.
- (c) I undertake to refund the excess amount, if, any, drawn by me in case the return journey is not actually performed by the said mode/class.
- (d) I have / have not stayed in UPSC Guest House / Hotel.

Please pay in cash / by cheque

(Revenue Stamp)

Received Contents.

Signature of Adviser

Date :

NAME : _____

(IN BLOCK LETTERS)

FOR OFFICE USE ONLY

1. Status of the Adviser : OFFICIAL / RETIRED / NON OFFICIAL

2. (a) D.A. for duration of halt : _____ days @ Rs. _____ per day _____
- (b) D.A. for transit period : _____ @ Rs. _____

3. SUMMARY OF CLAIM:
 - (a) Rail fare / Air fare : Rs. _____
 - (b) Road Mileage : Rs. _____
 - (c) Daily Allowance : Rs. _____
 - (d) Deduction (if any) : Rs. _____
 - (e) Balance payable : Rs. _____

(Rupees _____)

Certified that Special sanction for Rail journey by ACC-I / Road mileage: for journey between places connected by Rail/Journey by Air, has been obtained and that the Advisor has attended the Board/Meeting on the date(s) indicated in the bill. Copy of Sanction attached.

Under Secretary
Union Public Service Commission

Passed for payment of Rs. _____ (Rupees _____)

Finance & Budget Officer
Union Public Service Commission

Paid Rs. _____ (Rupees _____)

By Cash/Cheque No. _____ Dated _____

Accounts Officer (Cash)

Date :

UNION PUBLIC SERVICE COMMISSION
DHOLPUR HOUSE, SHAHJAHAN ROAD, NEW DELHI, PIN 110069

HONORARIUM BILL FOR OFFICIAL/NON-OFFICIAL EXPERTS

1. NAME (Please fill in block letters) : _____

ADDRESS OF EXPERT & : _____
PERMANENT INCOME TAX : _____
ACCOUNT NO. : _____
: _____

2. STATUS (Please see note below) : Official Non-official
(Tick as applicable)

3. If in service, Organisation where serving : _____

4.

Rate of Honarium	Date(s)	No. of days	Amount Rs.
1	2	3	4

Please pay by cheque

(Revenue Stamp)

Received Contents

(Signature of Expert)

Note: Serving Govt. Servants paid from Consolidated Fund of India or State are Official Members and all others including retired Govt. Servants are Non-official Members.

FOR OFFICIAL USE ONLY
NOT TO BE FILLED BY THE EXPERT

Sanction of Union Public Service Commission is hereby conveyed to the appointment of Prof./ Dr./ Shri/Smt. _____ Expert/Member for assisting the Commission in their selection/P.T. Boards meeting held at New Delhi/ _____ (Name of the station) on the terms and conditions laid down in the Ministry of Personnel, Public Grievances & Pensions (Department of Personnel and Training No. 39021/87-Estt (B) dated 07.08. 1989.

Certified that the Expert/Member has attended the selection/P,T, Board Meeting on the date(s) referred to on page 1.

Under Secretary
Union Public Service Commission

Passed for payment of Rs. _____ (Rupees _____)

Finance & Budget Officer
Union Public Service Commission

Paid Rs. _____ (Rupees _____)

By Cheque No. _____ to _____

Accounts Officer
Union Public Service Commission