

INDIAN STATISTICAL INSTITUTE

DELHI CENTRE

LEAVE TRAVEL CONCESSION CLAIM BILL FOR THE BLOCK YEAR TO

(Note: This bill should be prepared in duplicate-one for payment and the other as office copy)

PART A

1.Name 2.Roll No.

3.Designation 4.Basic Pay

5.Nature of Leave availed From To.....

6.Particulars of members of family in respect of whom the LTC has been claimed including self

Sl.No	Name	Age	Relationship with the workers

7.Details of journey(s) performed by worker and members of his/her family

Mode of journey By Train

Departure date and place	Arrival date and place	Distance in KM	Class	No of fares	Fares Paid		Ticket No	Remarks
					Rs.	P	PNR No	

7(a). Mode of journey By Air

Date	From	To	Airline	Ticket Number

