

CERTIFICATE FOR TOUR BILLS

Certified that:

1. I actually travelled by Air / Mail / Express train by the class of accommodation as claimed in the T.A. Bill.
2. I was actually and not merely constructively in camp on **Sunday** and other **Holidays** during the period for which daily allowance has been claimed.
3. I was not on **Casual Leave** on any day for which daily allowance has been claimed is correct to the best of my knowledge and belief.
4. The distance by the road for which road mileage allowance has been claimed is correct to the best of my knowledge and belief.
5. The halts for which daily allowances have been claimed were necessitated by the performance of duty at the places of halts.
6. The journeys were performed in the interests of public services and no **Government transport** was utilized for journeys for which road mileage has been claimed.
7. 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 Expenses/at the expenses of the Govt. of India or any organization.
8. No return tickets (rail) were available for this journey.
9. Return tickets (rail) were available but were not purchased because the return journey was not expected to be performed within the period for which such tickets were available.
10. I did not perform road journeys for which mileage allowance has been claimed at the higher rates prescribed in **Rule 45** of the supplementary Rules by taking a single seat in any public conveyance (excluding a steamer) which plays regularly for hire between fixed points and charges fixed rates. I also certify that the journey was not performed in any other vehicle without payment of its hire charges of incurring its running expenses.
11. 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.
12. I stayed from _____ to _____ at _____
Board/Lodging at Scheduled Tariffs.

Signature:

Designation:

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