

UNIVERSITY OF CHITRAL, CHITRAL KHYBER PAKHTUNKHWA TRAVELLING / DAILY ALLOWANCE BILL

To be paid from bank	A/C No.											Vouch	er No.				
Account Code No.		Date									C	heque No					
Mr. / Mrs. / Ms								Des	ignat	ion <u>:</u>							
BPS:		_ Pay pe	r month	<u> </u>		D)epar	tmen	t / Ca	mpus _							
Purpose of Journey:																	
Particulars of Journey				Traveling Allowance /				D 11 AH			T						
<u>Depar</u> Station	ture Date	Time	<u> </u> 	Station	<u>Arri</u>		D ate	Т	ime	Journey By KMs Rate Amount		Daily Allowance No of D/As Rate Amount			Total Amount		
Station	Date	Time		Station			rate	1	me	IXIVIS	Rate	rinount	110 01	D // L S	Rate	rimount	00
	T		11								1	Т	1				
											<u>L</u>		<u> </u>			Total:	
CERTIFIED THAT: - a) I have not been portion by No official transport c) I have performed d) The journey was p	ort was provided the road journe	d to me for t y by traveli	the journe ing in pub	ey claimed lic transp	ort.	iII.											
Signature of Claiman	t									C	Controll	er of Exam	inations				
S. Auditor	DD	F								V	/C						

RATES OF T.A / D.A

BPS	Existing R	ates 2012	Revised Rates w.e.f 1/7/2017 onwards				
	Ordinary Rates per day (Rs.)	Special Rates per day (Rs.)	Ordinary Rates per day (Rs.)	Special Rates per day (Rs.)			
1-4	310	500	496	800			
5-11	390	550	624	880			
12-16	700	900	1120	1440			
17-18	1250	1600	2000	2560			
19-20	1550	2050	2480	3280			
21	1750	2500	2800	4000			
22	1750	3000	2800	4800			

Note: Daily allowance will be admissible for the actual night(s) at the out station for which Daily Allowance is claimed.

Special daily allowance is permissible for PESHAWAR, ABBOTTABAD, SAIDU SHARIF & CHITRAL for Examination purpose.

TRAVELING ALLOWANCE

By Public Transport
Personal Motor Cycle or Scooter having Registration.
Personal Car having Registration.

Rs. 5.00/-per km.

Rs. 5.00/- per km.

Rs. 10.00/- per km.

INSTRUCTIONS FOR T.A / D.A. BILLS

- 1. The claimant may submit his/her bill duly filled in all respect. Incomplete bill shall not be processed.
- 2. Pay slip issued by A.G Office / District Account Office may be attached.
- 3. In case where proper pay roll is not adopted a Basic Pay Certificate duly signed by Disbursing Officer (District Accounts / Agency Accounts Officer / District Education Officer / Agency Education Officer) & not by the Principal / Headmaster / Headmistress concerned be appended with T.A / D.A Bill.
- 4. In case of journey by personal car, a photocopy of Car registration showing the name of claimant clearly as well as up to date Last Paid Token be attached.
- 5. In case of travelling by Air, Ticket Number may be inserted on the body of T.A / D.A bill & Air Ticket duly attested should also be attached.
- 6. In case performed as Superintendent / Practical Examiner / Inspector, APPOINTMENT ORDER issued by the office of C.E may be attached in original.
- 7. In case performed as Deputy / Assistant Supdt, DUTY RELIEVING CERTIFICATE by the Centre Supdt as well as appointment order be attached.
- 8. Payment of Hotel charges under any circumstances will not be allowed.
- No TA/DA is permissible to Internal Examiner. In case a Teacher is transferred to some other institution before the commencement of the Examination, the fact should be intimated, so that alternate arrangements may be made accordingly.
- 10. No TA/DA is permissible within 16 km radius around the Examination Centre.
- 11. Conveyance allowance is permissible to Local / External Examiner for Practical Examination / Local Inspectors @ Rs.100/- (per working day).
- 12. Inspection Fee (A) Rs. 500/- (for Local) (per inspection day)
 (B) Rs. 200/- (for Non Local) (per inspection day)
- 13. Revenue stamp worth Rs.4/- must be affixed on T.A/D.A Bill, otherwise Rs. 10/- will be deducted from the Bill