

ཏངས་སིབ་སྤྱི་ལྷན་ཁེ་ཚད་འཛིན།
TANGSIBJI HYDRO ENERGY LIMITED
 (Developer of 118 MW Nikachhu Hydropower Project)
 (An Undertaking of Druk Green Power Corporation Limited)

TRAVELLING ALLOWANCE CLAIM

Name : _____ Grade : _____
 Designation : _____ Office attached: _____
 Emp. No. : _____ Ac. No. : _____

Departure			Arrival			Daily Allowance	Mileage	Bus/Train/Air Fare	Total Amount	Purpose
Date	Station	Time	Date	Station	Time					
Total Claim										
Advance Taken										
Net Payable										

Certified that the travel was performed by me for official purpose and the claims are genuine.

Date & Signature of Employee

Certified that the travel was authorised by me for official purpose and the claims appears genuine and reasonable.

Signature, Date & Seal of Controlling Officer

ཏངས་སིབ་བྱུ་སྒྲོག་མེ་ཚད་འཛིན།

TANGSIBJI HYDRO ENERGY LIMITED

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Actual Tour Program

Name :

Designation :

Emp. No. :

Grade :

Office attached:

Departure			Arrival			Mode of Travel	Purpose
Date	Station	Time	Date	Station	Time		

Approved/Not approved

Date & Signature of Employee