



# योजना एवं वास्तुकला विद्यालय, भोपाल

FA-7 (A)

SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL

दौरा अनुमोदन फार्म / Tour Approval Form (ONLY CPDA)

1. नाम / Name \_\_\_\_\_
2. पी.एफ. क्र / P.F NO. \_\_\_\_\_ पद / Designation \_\_\_\_\_
3. विभाग / Department \_\_\_\_\_ पै बेण्ड / PAY & GP/AGP \_\_\_\_\_
4. दौरे का उद्देश्य / Purpose of Trip (CPDA) \_\_\_\_\_
5. प्रस्थान दिनांक / Date of Departure \_\_\_\_\_ वापिसी दिनांक / Date of Return \_\_\_\_\_
6. अवकाश का विवरण / Details of Leave:

Leave applied for	From	To	Days

Prefix			Saturday/Sunday/Gazetted Holiday/ Restricted Holiday/other leave
Suffix			

## Proposed Expenditure

Air / Train / Road	To	From	Class	Fare
Local Transport	Taxi / Auto etc		Distance	Fare
Accommodation	Date of check In	Date of Check out	Amount	
Food	Number of day		Amount	
Others	Amount			
Total expenditure				Rs.

## 7. Balance in CPDA Account

a) Financial Year: \_\_\_\_\_

b) Block Year : \_\_\_\_\_

आवेदक के हस्ताक्षर / Signature of Applicant

अनुशंसित / अनुशंसित नहीं / (Recommended / Not Recommended).

विभाग प्रमुख / HOD \_\_\_\_\_ संकायाध्यक्ष (संकाय कल्याण) / Dean (Faculty Welfare) \_\_\_\_\_

निदेशक

Director