

NATIONAL INFORMATICS CENTRE SERVICES INCORPORATED (NICS)

<i>Project Code</i>
<i>Project Name</i>
<i>Project Cost</i>
<i>Travelling Budget</i>

<i>Name of Officer</i>	<i>Emp.Code</i>	<i>Designation</i>	<i>Hqrs.</i>

<i>Basic Pay</i>	<i>Intercom No</i>	<i>Tel. No. (Office)</i>	<i>Tel. No. (Home)</i>	<i>Age</i>

<i>From</i>	<i>To</i>	<i>Date of Travel</i>	<i>Day of Week</i>	<i>Mode of Travel</i>	<i>Holidays any during the tour</i>	<i>Details to be furnished under col.2</i>

<i>Purpose of Tour</i>	
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<i>BUDGET HEAD</i>			
<i>NICS EXPENDITURE</i>		<i>ADVANCE REQUIRED</i>	
<i>PROJECT EXPENDITURE</i>		<i>IF YES, PROJECT No.</i>	

<i>2. DETAILS OF JOURNEY</i>				
<i>FROM</i>	<i>TO</i>	<i>DEPARTURE TIME</i>	<i>ARRIVAL TIME</i>	<i>IC NO.</i>

(Approval/Comments of the Controlling Officer) (Signature of the Officer;)

(MD, NICS)