

TA bill and tour report approved by Director, SUDA is enclosed opposite.

Submitted for kind approval so that the bill amount be released to the U/S in cash.

~~Director, SUDA~~

~~M/A~~
~~FO~~

~~CCA~~
12/3/10

~~Goswami~~

Approved.
Goswami
10.03.10

12/3/10

As per notes and orders above

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted a T.A. Bill for Rs.809/- in connection with her official tour to Raghunathpur Municipality on 04.03.2010 for imparting trainers' training to ACMOH and his team.

Aforesaid T.A. Bill of Dr. Goswami includes actual to and fro Train Fare of Rs.689/- (Rupees Six Hundred Eighty Nine). Apart from the above, Dr. Goswami also claimed Rs.120/- (Rupees One Hundred Twenty) towards her allowable claim of D.A.

Tour Dairy in respect of the above mentioned official tour of Dr. Goswami has already been approved by Director, SUDA.

Since, Dr. Goswami incurred the entire expenses out of her own pocket, we may now release an amount of Rs.809/- by cash to Dr. Goswami.

Pay order endorsed on the body of the T.A. Bill is for signature of F.O., SUDA please.

~~F.O.~~

~~CCA~~

Goswami
12-03-10

12/3/10

TA bill and Tour diary approved by Director, SUDA is enclosed opposite.

An amount of Rs. 5000/- (Rupees five thousand) was drawn as advance.

~~Rs. 480~~ ~~eight hundred~~ ~~twenty~~ Rs. 3800/- (Rupees ~~four~~ ^{three} thousand) only may be refunded after adjusting Rs. 1200/- as actual expenditure, if approved.

Director, SUDA

FO
L
7/5/10

20522 mm
20.4.10
06.5.10

Further as per instruction, the undersigned had to travel to New Delhi for participating in the workshop on Review of class I cities under the National Urban Sanitation Policy held at Vigyan Bhawan on 10.5.2010.

An advance of Rs. 5000/- was drawn for undertaking journey to N. Delhi during 12-13 April, 2010. TA bill for that journey was Rs. 1200/-, leaving a balance of Rs. 3800/- which was utilised for the journey to N. Delhi on 10.5.2010 for an amount of Rs. 1168/-. Hence, Rs. 2632/- may be refunded, if approved. Submitted.

Director, SUDA

CCA

20522 mm
12.05.10
Agreed.
12/5/10

7/2405/10

As per notes and orders at prepage

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted 02 nos. of T.A. Bill totaling to Rs.2,368/- (Rupees Two Thousand Three Hundred Sixty Eight) only in connection with his official tours New Delhi during the period from 12.04.2010 to 13.04.2010 and again on 10.05.2010 to attend various workshops at Nirman Bhawan and Vigyan Bhawan.

01. New Delhi – Nirman Bhawan (12.04.2010 to 13.04.2010)

First T.A. Bill of Dr. Goswami for Rs.1,200/- (Rupees One Thousand Two Hundred) includes actual Taxi Fare of Rs.740/- (Rupees Seven Hundred Forty) only. Apart from the above, Dr. Goswami also claimed Rs.460/- (Rupees Four Hundred Sixty) towards his daily allowances.

02. New Delhi – Vigyan Bhawan (10.05.2010)

Second T.A. Bill of Dr. Goswami for Rs.1,168/- (Rupees One Thousand One Hundred Sixty Eight) includes actual Taxi Fare of Rs.938/- (Rupees Nine Hundred Thirty Eight) only. Apart from the above, Dr. Goswami also claimed Rs.230/- (Rupees Two Hundred Thirty) towards his daily allowance.

Tour Dairies in respect of the above mentioned official tours of Dr. Goswami have already been approved by Director, SUDA.

On the other hand, it appears that Dr. Goswami took an advance of Rs.5,000/- (Rupees Five Thousand) only from this office on 09.04.2010 to meet her expenses likely to incur in connection with his official tour to New Delhi during the period from 12.04.2010 to 13.04.2010.

Therefore, taking the above consequences, we may now adjust total travelling & conveyance expenses of Dr. Goswami for Rs.2,368/- (Rupees Two Thousand Three Hundred Sixty Eight) with the advance of Dr. Goswami dated 09.04.2010 and request her to refund unspent amount of Rs.2,632/- (Rupees Two Thousand Six Hundred Thirty Two) by cash to square-up her advance.

Adjustment orders endorsed on the body of the T.A. Bills are for signature of F.O., SUDA please.

Received back Rs. 2632/- [Rupees Two thousand six hundred thirty-two] only from Dr. Goswami, PO, CBPHCS to square up her advance

S. Sen
17.05.10

Sub. : Submission of TA bill in connection with visit to New Delhi.

As per instruction by the Secretary, Department of Municipal Affairs the undersigned visited New Delhi for participating in the Consultation Workshop on NUHM and its frame work held at India International Centre Annexe, Lodi Road, New Delhi on 23.07.2010.

TA bill and tour diary approved by Director, SUDA is enclosed opposite. An amount of Rs. 3,000/- was drawn as advance on 21.07.2010. Balance amount may be refunded after approval of TA bill.

Submitted.

~~Director SUDA~~

FO
CC-A

7/11/2010

Goswami
11.08.2010

Tour diary is approved.

11/7/10

As per notes and orders above

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted a T.A. Bill for Rs.2,535/- (Rupees Two Thousand Five Hundred Thirty Five) only in connection with his official tours New Delhi during the period from 22.07.2010 to 26.07.2010 to attend consultation workshop on NUHM and its framework for implementation.

Aforesaid T.A. Bill of Dr. Goswami for Rs.2,535/- (Rupees Two Thousand Five Hundred Thirty Five) includes actual Taxi Fare of Rs.2,144/- (Rupees Two Thousand One Hundred Forty Four), out of which supporting bills for Rs.1,854/- (Rupees One Thousand Eight Hundred Fifty Four) only were found for verification. Apart from the above, Dr. Goswami also claimed Rs.391/- (Rupees Three Hundred Ninety One) towards his daily allowance.

Tour Diary in respect of the above mentioned official tours of Dr. Goswami has already been approved by Director, SUDA.

On the other hand, it appears that Dr. Goswami took an advance of Rs.3,000/- (Rupees Three Thousand) only from this office on 21.07.2010 to meet her expenses likely to incur in connection with his official tour to New Delhi during the period from 22.07.2010 to 26.07.2010.

Therefore, taking the above consequences, we may now adjust total travelling conveyance expenses of Dr. Goswami for Rs.2,535/- (Rupees Two Thousand Five Hundred Thirty Five) only with the advance of Dr. Goswami dated 21.07.2010 and request for refund unspent amount of Rs.465/- (Rupees Four Hundred Sixty Five) by cash to square her advance.

Adjustment order endorsed on the body of the T.A. Bill is for signature of SUDA please.

R.O.

Goswami
11-08-10

From 4 page-

Actual Taxi fare can not be claimed, it will be calculated @ Rs. 5 per kilometer of journey as per Finance Dept. Memo No- 4730-F dt 25.05.99 Rate Sl. No- 2(d). Pl. be rectified.

11/08/10

Dr. Goswami P.O (Health)

The taxi fare was paid for an amount of Rs. 290/- which is much lower than the charge of hired vehicle.

As per query, this is to state that the distance between Paschim Vihar and Delhi Airport is 22 km.

Submitted for taking further action.

FO, SUDA

12.08.10

~~The mentioned~~ Taxi hired claim as per above mentioned G.O. in case marked (1) (2) and (3) may be made.

13/08/10

~~Dr. Goswami~~
P.O SUDA

Notes at above

Since the tour is undertaken in exigency the cost towards taxi hire charge may be reimbursed

F/G

13/08/10

ccr

P. Loka M.A

13/08/10

Received Rs. 465/- (Rupees Four Hundred Sixty five) amount from Dr. Goswami
18-08-2010.

Placed herewith Notice of CMOH, Murshidabad bearing no. CMOH-Msd/FA/5040 Dt. 03.8.11.

An urgent meeting on implementation of Routine Immunisation and IPP1 will be held at old Circuit House on 12.08.11, wherein all the ULBs of Murshidabad District will participate.

The U/s may be allowed to take part in the said meeting for better co-ordination and implementation of the said programmes.

Submitted.

S. Goswami
07.08.11

Director, SUDA

P.O. (H)

Approved.

W. J. N.

Sub: - submission of TA bill in connection with visit to Berhampore on 12.8.2011.

As approved by Director, SUDA, the undersigned visited Berhampore to attend meeting on Routine Immunisation & IPP1 wherein all the ULBs of Murshidabad District ^{also} participated. TA bill and Tour Diary approved by Director SUDA is enclosed opposite. Submitted.

S. Goswami
17.08.11

Director, SUDA

T.A. bill of Dr S. Goswami, P.O. (Health) which is placed below may please be approved.

FA Director
CCA
17/08/11

P.O. (H)
FA/FA

Approved

W. J. N.

S. Goswami
17/08/11

As per notes and orders at prepage

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted a T.A. Bill for Rs.593/- (Rupees Five Hundred Ninety Three) only in connection with her official tour to Berhampore Municipality on 12.08.2011 to attend a meeting of CMOH, Murshidabad District.

Aforesaid T.A. Bill of Dr. Goswami includes actual Train Fare of Rs.473/- (Rupees Four Hundred Seventy Three) only. Apart from the above, Dr. Goswami also claimed Rs.120/- (Rupees One Hundred Twenty) towards her allowable claim of D.A.

Aforesaid journey of Dr. Goswami has already been approved by Director, SUDA.

Since, Dr. Goswami incurred the entire expenses out of her own pocket, we may now release an amount of Rs.593/- (Rupees Five Hundred Ninety Three) only by cash to Dr. Goswami.

Pay order endorsed on the body of the bill is for signature of F.O., SUDA please.

F.O.
Shibani Goswami
18-08-2011

Signature
7/9/2011

CCA

Placed herewith comm. of the Commissioner,
Asansol Mpl. Corpn vide no. 144/1(4)/RCH/
AMC dt. 07.05.2012.

A meeting is rescheduled on 11-05-2012
at Asansol at 1 pm. to discuss various
issues relating to Rett Asansol.

The UPS may be allowed to attend the
said meeting. The journey would be
undertaken by train. Expenditure for
the purpose may be met out of 100-VII
fund.

Submitted for kind approval.

~~Director, SUDA~~

~~Signature~~
09.05.12

PO (H)

WJ
10/5/12
~~Signature~~

The undersigned performed the visit to
Asansol Mpl. Corpn on 11-5-12. Tour
diary ^{along with} ~~is~~ placed ^{copy} ~~herein~~ ^{on} ~~Report~~ ^{for} ~~kind~~
approval.

TA bill is also placed herewith for
processing by FO (H), SUDA
Submitted.

~~Director, SUDA~~

~~Signature~~
14.05.12

FO (H)

WJ
14/5/12

Checked the bill. Total amount is Rs 8314
(Eight hundred thirty one only).
Submitted.

P.O (H)

~~Signature~~
18-05-12

Placed herewith comm. of DM, Murshidabad
vide no. 200/DPC/MSD Dt. 8.6.2012.

A meeting in connection with RG and
SNID - June 2012 will be taken
by DM, Murshidabad on 14.6.2012
at 12 noon at old Circuit House,
Murshidabad.

The U/S may be allowed to attend
the said meeting.

Submitted for kind approval.

Director, SUDA

[Signature]
11.06.12

PO(H)

[Signature]
11/6/12

The undersigned performed the visit
to Berhampore on 14.06.2012 as
approved above.

Tour Diary & Tour Report are placed
herewith for kind approval.

As there was no ticket available in
cc, the U/S performed journey in
23 form collecta to Berhampore.
During up journey, tatkal ticket
had been purchased which may be
approved.

TA bill is also placed herewith for
scrutiny by the section of SUDA and
onward release of payment. The
expenditure may be met out of CBOTCS
Fund.

Submitted.

[Signature]

Director, SUDA

[Signature]
15/6/12

FO
[Signature]
18/06/12

As per notes and orders at prepage

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted a T.A. Bill for Rs.489/- (Rupees Four Hundred Eighty Nine) only in connection with her official tour to Berhampore Municipality on 14.06.2012 to attend a meeting of D.M., Murshidabad District.

Aforesaid T.A. Bill of Dr. Goswami includes actual Train Fare of Rs.369/- (Rupees Three Hundred Sixty Nine) only. Apart from the above, Dr. Goswami also claimed Rs.120/- (Rupees One Hundred Twenty) towards her allowable claim of D.A.

Aforesaid journey of Dr. Goswami has already been approved by Director, SUDA.

Since, Dr. Goswami incurred the entire expenses out of her own pocket, we may now release an amount of Rs.489/- (Rupees Four Hundred Eighty Nine) only by cash to Dr. Goswami.

Pay order endorsed on the body of the bill is for signature of F.O., SUDA please.

~~A.O.~~
~~CEA~~
Shibani Goswami
18.06.12

Signature
18.06.12

Sub. : Participation in the Zonal Workshops on planning of Intensification of Routine Immunization.

Placed herewith communication of SFWO & Addl. DHS (FW) vide no. H/SFWB/131-01-2012/694(57) dt. 26.06.2012 relating to Zonal Workshops on IRI.

The details of Workshops are as under :

Sl. No.	Date	Host District	Participating ULBs
1	16.07.2012	Kolkata	Howrah, Bally, Uluberia, Chandernagore, Champdany, Baidyabati, Konnagar, Hooghly Chinsurah, Serampore, Rishra, Uttarpara Kotrung, Bansberia, Bhadreswar, Taherpur, Basirhat, Kolkata
2	17.07.2012	Burdwan	Durgapur, Asansol, Burdwan, Kulti, Dubrajpur, Jhargram, Ghatal, Kharagpur
3	18.07.2012	South 24 Pgs	Budge Budge, Diamond Harbour, Baruipur, Maheshtala, Jaynagar Mazilpur, Pujali
4	23.07.2012	Malda	Jangipur, Balurghat, Gangarampur
5	24.07.2012	Siliguri	Siliguri, Kurseong, Islampur, Raiganj, Dhupguri, Kalimpong, Mirik, Kaliaganj

As desired by DHFW, representative of SUDA shall participate in those workshops to facilitate a time bound strategy for improvement of coverage, quality of service delivery etc. for the participating ULBs.

The undersigned may be allowed to participate in those workshops. Dr. Basu, APO, Health may also be allowed to participate in the workshop at Burdwan to be held on 17.07.2012.

For attending workshop at Malda and Siliguri on 23.07.2012 & 24.07.2012 respectively the undersigned is to undertake train journey on 22.07.2012 to reach Malda, on 24.07.2012 to reach Siliguri from Malda and from Siliguri to Sealdah. An advance of Rs. 2,500/- may be released out of IPP-VIII fund to the undersigned for purpose of purchase of railway tickets and concomitant expenditure.

Submitted.

Director, SUDA

PO (H)
FO (H)

Goswami
03.07.12

let
4/7/12
Goswami

(cheque prepared and placed for signature pl.)

A

The undersigned performed the visit to Malda and Siriyani on 23. & 24th July 2011 for attending IIR workshop.

Tour Diary & Tour Report are placed hereunder for kind approval.

TA bill is also placed hereunder. In this connection this is to state that an advance of Rs. 2500/- was drawn out of IPR - VIII fund.

Submitted.

~~Director, SUDA~~

~~Signature~~
01.08.12

~~FA~~
~~F.O. (H)~~
~~g~~

~~Signature~~
48/12

Checked.

Total expenses amounts to Rs 2377/- (Two thousand three hundred seventy seven only). Rs 2500/- was taken by P.O(H). So Rs 123/- will be returned by P.O(H).

Submitted.

~~F/A~~

~~Signature~~
29/08/12

I approve the T. A. bill placed below, ~~the above~~ which was ~~submitted~~ drawn by P.O. (H) in terms of approval of Tour diary.

~~Signature~~

~~Director~~

~~PO (H)~~
~~PO (H)~~

Rs. 123/- is returned hereunder.

~~Signature~~
29/08/12
30.8.12

The undersigned performed journey to Burdwan and Jamuria Mpl on 5.3.13 and 7.3.13 respectively in connection with selection of MO and ANM/ANM under Urban RCH programme.

Tour Diary and Tour Report are placed herewith for kind approval.

TA bills are also placed herewith for scrutiny by A/c section of SUDA and onward release of payme. The expenditure may be met out of CBPHCS fund. Submitted.

~~Director, SUDA~~

~~08.03.13~~

for CCA
to follow

WT
11/13

As per notes and orders above

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted 02 nos. of T.A. Bill totaling to Rs.1,106/- (Rupees One Thousand One Hundred Six) only in connection with his official tours on Burdwan and Jamuria Municipality respectively on 05.03.2013 and 07.03.2013 for selection of Medical Officer and A.N.M. / G.N.M. under urban RCH.

01. Burdwan dated 05.03.2013

First T.A. Bill of Dr. Goswami for Rs.396/- (Rupees Three Hundred Ninety Six) includes actual Train Fare of Rs.260/- (Rupees Two Hundred Sixty) and Bus Fare of Rs.52/- (Rupees Fifty Two) only. Apart from the above, Dr. Goswami also claimed Rs.84/- (Rupees Eighty Four) towards his daily allowances.

02. Jamuria dated 07.03.2013

Second T.A. Bill of Dr. Goswami for Rs.710/- (Rupees Seven Hundred Ten) includes actual Train Fare of Rs.270/- (Rupees Two Hundred Seventy) and Bus Fare of Rs.320/- (Rupees Three Hundred Twenty) only. Apart from the above, Dr. Goswami also claimed Rs.120/- (Rupees One Hundred Twenty) towards his daily allowances.

Tour Dairies in respect of the above mentioned official tours of Dr. Goswami have already been approved by Director, SUDA.

Since, Dr. Goswami incurred the entire expenses out of her own pocket, we may now release total amount of Rs.1,106/- (Rupees One Thousand One Hundred Six) only by cash to Dr. Goswami.

Pay orders endorsed on the body of the bills are for signatures of F.O., SUDA please.

for CCA

~~11-03-13~~

Rigved
11/13

The undersigned performed journey to Purulia M.P. on 21 & 22.03.2013 in connection with selection of MO and ANM/GNM under Urban RCH Programme. Tour Diary and Tour Report are placed hereon for kind approval.

TA bill is placed hereon for scrutiny by A/c Section of SUDA and onward release of payment. The expenditure may be met out of CBPHC fund. Submitted.

[Signature]
28.03.13

[Signature]
8/4/13

~~Director, SUDA~~

~~FO~~

~~CCA~~

08/04/13

As per notes and orders above

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted a T.A. Bill for Rs.1,015/- (Rupees One Thousand Fifteen) only in connection with her official tour to Purulia Municipality during 21.03.2013 to 22.03.2013 for selection of M.O. / A.N.M. / G.N.M.

Aforesaid T.A. Bill of Dr. Goswami includes actual Train Fare of Rs.895/- (Rupees Eight Hundred Ninety Five) only. Apart from the above, Dr. Goswami also claimed Rs.120/- (Rupees One Hundred Twenty) towards her allowable claim of D.A.

Aforesaid journey of Dr. Goswami has already been approved by Director, SUDA.

Since, Dr. Goswami incurred the entire expenses out of her own pocket, we may now release an amount of Rs.1,015/- (Rupees One Thousand Fifteen) only by cash to Dr. Goswami.

Pay order endorsed on the body of the bill is for signature of F.O., SUDA please.

~~F.O.~~

[Signature]
08-04-13

Signed

08/04/13

~~CCA~~

Sub. : Reimbursement of cancellation fee of railway tickets.

This is to state that the undersigned had to visit to Old Malda and English Bazar Municipality on 23.04.2013 & 24.04.2013 respectively for selection of MO and ANM / GNM under Urban RCH Programme. Accordingly both way railway tickets were purchased through e-ticketing services using own debit card.

It was informed on 20th April, 2013, that an urgent meeting on prevention & control of Dengue / Chikunguniya to be organized as well as participated on 22.04.2013 at SUDA. As instructed, those tickets were cancelled. As it was e-tickets, the refund was sent to the A/C no. 1625001300008608 of Punjab National Bank – relevant page of Pass Book is enclosed herewith. The cancellation amount is as under :

(Amount in Rs.)

Cost of e-tickets	Refund	Cancellation Charge
1302.47	1155.00	147.47
462.47	345.00	117.47
Total =>		264.94

Rs. 264.94 (Rupees two hundred sixty four and paise ninety four) only incurred from own source may be reimbursed to the undersigned. No advance was drawn for the purpose.

Submitted.

Director, SUDA

*Dr. Goswami
04.06.13*

*WJ
05/06/13*

PO (A)

Fo

CCA

05/06/13

As per notes and orders above

As approved by Director, SUDA above, Rs.265/- (Rupees Two Hundred Sixty Five) only may be paid by cash to Dr. Goswami towards re-imburement of Train e-Ticket Cancellation Charges.

Pay Order endorsed on the body of the bill is for signature of

F.O., SUDA please.

Signed

*Dr. Goswami
05-06-13*

05/06/13

F.O.

CCA

The undersigned performed visit to Siliguri on 11.2.14 for attending meeting on preparedness for control of vector borne diseases, as per instruction.

Tour diary & tour report are placed hereon for ~~king~~ approval.

T.A bill is also placed hereon for scrutiny by A/c section, SUDA and onward release of payment. The expenditure may be met out of CBPHCS fund, submitted.

Director, SUDA

Goswami
14.2.14

WT
18/2/14

cca
18/02/14

As per notes and orders above

Dr. Shibani Goswami, Project Officer, CBPHCS has submitted a T.A. Bill for Rs.1,059/- (Rupees One Thousand Fifty Nine) only in connection with her official tour to Siliguri during 11.02.2014 to 12.02.2014 to participate in the meeting on preparedness for control of vector borne diseases.

Aforesaid T.A. Bill of Dr. Goswami includes actual Train Fare of Rs.855/- (Rupees Eight Hundred Fifty Five) only. Apart from the above, Dr. Goswami also claimed Rs.204/- (Rupees Two Hundred Four) towards her allowable claim of D.A.

Since, Dr. Goswami incurred the entire expenses out of her own pocket, we may now release an amount of Rs.1,059/- (Rupees One Thousand Fifty Nine) only by cash to Dr. Goswami.

Pay order endorsed on the body of the bill is for signature of F.O. & Ex-Officio J.D., Finance please.

Signed
18/02/14

F.O. &
Ex-Officio J.D., Fin.

cca

The undersigned performed visit to Dhuliyen
Mpe. for participation in the IRI training
programme to health workers under CBPHCS,
ANMs under ICDS and ANMs of Health
Dept.

Tour Diary and Report is placed herewith
for kind approval.

TA bill is also placed herewith for scrutiny
by ATC Section, SUDA and onward release
of payment. The expenditure may be met
out of CBPHCS fund.
Submitted.

~~Director/SUDA~~

[Signature]
16.06.14

~~Fo~~

[Signature]
18/6/14

ccA
[Signature]
18/06/14

As per notes and orders above

As approved by Director, SUDA above, Rs.676/-
(Rupees Six Hundred Seventy Six) only may be paid by cash
to Dr. Shibani Goswami, P.O., CBPHCS towards her T.A. &
Conveyance Expenses.

Pay order endorsed on the body of the bill is for
signature of F.O. & Ex-Officio J.D., Finance please.

F.O. &
Ex-Officio J.D., Fin.

[Signature]
18-06-14

Signed.

[Signature]
18/06/14

ccA