

**TATA INSTITUTE OF FUNDAMENTAL RESEARCH**  
**TIFR Centre for Applicable Mathematics**  
**Sharadanagar, Chikkabommasandra, Bangalore – 560 065**

**FOREIGN DEPUTATION FROM**

Name:

Designation:

Basic & Grade Pay:

HQ & Place of Duty:

Deputation expenses in connection with my trip to \_\_\_\_\_  
 During the period from \_\_\_\_\_ to \_\_\_\_\_

PURPOSE : 1.  
 2.

AUTHORITY : Director's/Dean, PF/Dean, MF Approval dated

**TRAVEL SCHEDULE**

Departure Place	Date	Time Hrs.	Arrival Place	Date	Time Hrs.	Stay in Days	Mode of travel	Provided with accommodation/ Meals or both
Particulars of claim Amount in					Amount in			
					Foreign Currency		Rupees	
ADVANCE PAID :								
Airfare :								
Cash Advance :								
Foreign Exchange :								
Support received :								
BALNCE DUE TO ME/TIFR								

Certified that the expenses claimed are correct and have actually been incurred by me. Accommodation charges claimed are exclusive/inclusive of breakfast charges.

I.D. No. :  
 Section Group :

Signature: