

Travel approval form (ANRF PAIR SAKSHAM)



NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA
KURUKSHETRA-136119, HARYANA

Diary No:

Dated:

Approval form for travel (ANRF PAIR SAKSHAM)

PERSONNEL DETAILS

Name of Applicant			
Designation		Department/School	
Theme	☐ Advance Materials ☐ Environmental Sustainability and Energy Technology ☐ Health and Medical Technologies		
Project Title			
Project Code			
Name of Lead Co-PI			

DETAILS OF CONFERENCE/WORKSHOP/FDP

Nature of conference	☐ National ☐ International	☐ India ☐ Abroad
Name of event		
Organizers details		
Organizers contact address including email and telephone		
Date of event		
Presentation Type	☐ Invited talk ☐ Oral presentation ☐ Key note address ☐ Poster presentation ☐ Other.....	
Title of paper/oral/poster/other presentation (if only participation title not required)		
Proposed date & time of Leaving Headquarters		
Proposed date & time of Return to the Headquarters		

Dean R&C office

Travel approval form (ANRF PAIR SAKSHAM)

DETAILS OF ACADEMIC/RESEARCH ACTIVITIES

Nature of visit (enclose documents, if any)	
Address of visiting institute/lab/place and contact person details	
Proposed date & time of Leaving Headquarters	
Proposed date & time of Return to the Headquarters	

DETAILS OF EXPECTED EXPENDITURES

Sr. No.	Head	Amount (in Rs)
1.	Airfare (economy class only)/Train Fare/Taxi Fare/Bus Fare	
2.	Registration Fees (including transaction charges)	
3.	Per diem Allowances (as per actuals) (Activity days + Travel days = ... days)	
4.	Accommodation Charges (as per actuals)	
5.	Any other expenses, if any, please specify	
	Total Expected Expenditure	

Date:

Signature of Lead Co-PI /Co-PI

Through (Head of the Department)

Signature Theme Coordinator Signature of PI

For office use only

Funds availability. <i>Accounts section</i>	Available / Not available	Signature and date <i>AR (Accounts)</i>
Recommendation for the event in India. <i>Dean (R&C) office</i>	Recommended /Not Recommended	<i>Dean (R&C)</i>

To Faculty:

Dean R&C office