

FOR USE IN THE ACCOUNTS DEPARTMENT

Bill for LTC claim

FOR USE IN THE ACCOUNTS DEPARTMENT

A. Amount admissible as per rules Rs. _____

B. Amount of advance drawn Rs. _____

C. Balance amount payable to employee Rs. _____

Balance amount to be refunded by the employee

D. Debit head Leave-Travel Concession

Teaching/ Office/Library/Laboratory/Class IV Staff.

Dealing Assistant

S.O. Accts.

Bursar

Director