



Criterion 6
Governance, Leadership and Management

6.3.2: Financial support to attend conferences/workshops

**Government Arts and Science College
Kozhinjampara**

Metric 6.3.2

INDEX

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NATURE OF CLAIM-
Name of Treasury

Travelling Allowance - Final outer Bill
Sub Treasury, Chittur

Name of Dept
D D O Code /SDO Code
Name of office

Education (Collegiate) : 1404-16A-011
Name of DDO/SDO : AMALAAK
Designation of DDO/SDO : Associate Professor(AGP 9000)
PEN of DDO/SDO : 600273
GOVT. ARTS & SCIENCE COLLEGE
KOZHIJAMPARA

TAN/GIR

Bill No. : 011TTT12559623

Expenditure Head of Account	2202	03	103	99	00	04	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V
Salary Head of Account	2202	03	103	99	00	01	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V
CPS/CSS											Ratio

Period of claim: (From) 01/11/2019 (To) 30/11/2019

Sl	Name	PEN	Designation	Month and year of journey	Month of claim	Less advance ₹	Refund amount ₹	Refund date	Refund chalan no	Sanction order no & date	Amount ₹
1	VINEETHA MOHAN	723947	Assistant Professor (AGP 6000)	11/2019	2020	0	0			A1/381/2019 - 26/03/2020	2336
Total : Two Thousand Three Hundred And Thirty Six											2336

Payees particulars : Employee

Please pay the amount as detailed above. This bill is prepared strictly in accordance with the central provisions, rules and regulations. The amount claimed in this bill has not been drawn previously.

Amal
30/8/2020
Signature of SDO/DDO

KOZHINJAMPARA, NATTUKAL(PO)
PALAKKAD-678 884.

Appropriation for current year

Expenditure till date

Expenditure including in this bill

	₹6000
	₹3658
	₹5994

Balance available

₹6

Amal
30/8/2020
Signature of DDO/Controlling officer

FOR TREASURY USE ONLY

Pay ₹..... (Rupees..... only) in CASH/cheque
 ₹..... (Rupees..... only) by RBR and
 ₹..... (Rupees..... only) by Transfer Credit to
 Treasury/Bank account

Pay Order Cheque No./UTR No. Date

Accountant Treasury Officer

Received Pay Order Cheque

Pay Order Cheque issued by

Space for Audit Enforcement
Total amount of the bill
Admitted
Disallowed
Objected to

Retrenchment slip no.

Date

DEPARTMENT OF COLLEGIATE EDUCATION
Online Resources Initiatives of Collegiate Education (ORICE)
Venue: Meghnad Saha Center for Content Development Studio
Date: 06-11-2019 (9.00am to 1.00pm and 1.30pm to 5.00pm)

DUTY CERTIFICATE

The following employees were attended the Half Day Workshop about ORICE programmes for Nodal Officer/Assistant Nodal Officer on 06.11.2019 at Meghnad Saha Center for Content Development Studio(ORICE Studio), Government Sanskrit College Campus Thiruvananthapuram Conducted by Collegiate Education Department.

Approval Valid

Digitally Approved By
Jayasree M
Date: 06/11/2019
Reason: Approved

THRISSUR

21	GOVERNMENT ARTS AND SCIENCE COLLEGE, OLLUR	KAVITHARAM T.R.	Assistant Professor
22	GOVT ARTS AND SCIENCE COLLEGE, CHELAKKARA	Dr S Haripriya	Principal in Charge
23	INSTITUTE OF ADVANCED STUDY IN EDUCATION, THRISSUR	Dr.C.Praveen	Princioal i/c
24	KKTM GOVERNMENT COLLEGE, PULLUT, KODUNGALLUR	Arun V	Assistant professor
25	C Achuthamenon College, Kuttanellur, Thrissur	Renjith Kumar K C	Assistant professor
26	PM Government College Chalakkudy	Sunilkumar M	Assistant Professor

PALAKKAD

27	Government Arts and Science College, Thrithala, Palakkad	Anooja K G	Assistant Professor
28	RGM Govt Arts & Science College Attappady	ASHAT RAJAN	ASSISTANT Professor
29	CHEMBAI MEMORIAL GOVT MUSIC COLLEGE, PALAKKAD	Dr.Sriraman T V	Lecturer In Veena
30	GOVERNMENT ARTS AND SCIENCE COLLEGE KOZHINJAMPARA	Dr. Vineetha Mohan	Asst. Prof., Microbiology.
31	GOVT. ARTS & SCIENCE COLLEGE, Pathirippala	Dr RANAPRATHAP A O	Assistana prof
32	GOVT.COLLEGE, CHITTUR	Sindhu S	Asst Prof, Electronics
33	SNGS COLLEGE PATTAMBI	KALADHARAN P.V	Asst Prof, of Statistics
34	Government Arts & science College, Tholanur	Soorej Senan	Asst Prof, English

IDUKKI

35	GOVERNMENT COLLEGE KATTAPPANA	Vince Thomas	Assistant professor of Commerce
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KOZHIKODE

37	Govt Arts and Science College Kozhikode	Dr Nidhin Paul	Asst. Prof of Chemistry
38	Govt College of Teacher Education, Kozhikode	Dr.Pradeep chandran.B	Asst.Professor in Educational Technology
39	Govt. Arts and Science College Kunnamangalam	Muhammed Noufal K	Asst Prof Commerce
40	Govt. College Madappally	Dr.Nithyaja B	Asst.Professor of Physics
41	Govt. College, Mokeri	Vineesh A K	Asst Prof Commerce
42	S.A.R.B.T.M. GOVT. COLLEGE KOYILANDY	Lakshmanan K	Asst Prof Commerce
43	CHMKM GOVT ARTS & SCIENCE COLLEGE, KODUVALLY	GIRISH BABU M	ASST. PROFESSOR IN STATISTICS
44	CKGM Government College, Perambra, Kozhikode-673525.	SHIJIN P	Assistant Professor of Commerce

WAYANAD

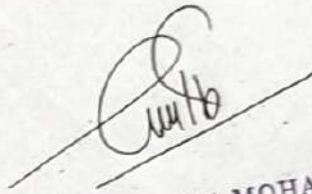
45	NMSM GOVERNMENT COLLEGE KALPETTA, PUZHAMUDI (PO), WAYANAD	Aysha muhsina K	Assistant Professor of Physics
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Submission

for
19/1/2020

I hereby submit the tour diary for TA claim in connection with travel for ORICE workshop at ORICE studio, Govt. Sanskrit College, Trivandrum. from 5/11/2019 to 7/11/2019.

To,
Principal
GASCK.



Dr. VINEETHA MOHAN
Assistant Professor & HOD
Department of Microbiology
Govt. Arts & Science College
Kozhinjampara, Nattukal.P.O.
Palakkad-678 554

Nattukal
10/1/2020

TOUR DIARY CUM ACQUITANCE FOR T.A. CLAIM IN CONNECTION WITH ORICE work shop

Name: D. VINEETHA MOHAN

Basic Pay: 1

Scale of Pay: 15600 - 39100 + 6000 AGP

Designation: ASSISTANT PROFESSOR

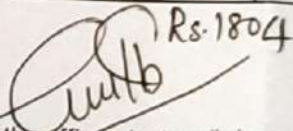
for the Month of NOVEMBER

Date & time	From	To	Distance in Km	Journey		Incidental Expense		DA for Halt if any	Total	Purpose of Journey
				Train fare	Bus fare	Rate	Amount			
5/11/2019	GASCK	Palakkad Bus stand	25 km		22					
	Palakkad Bus stand	Palakkad railway stn	5 km		80					work shop
	Palakkad railway stn	Triv railway station	372	645						about ORICE
	Triv railway station	ORICE studio Govt Sanskrit college, Triv	2		30					programmes for
		Halt at		Trivandrum						Nodal officers
7/11/2019	ORICE studio Govt Sanskrit college, Triv	Triv railway station	2		30			250		at ORICE studio
	Triv railway station	Palakkad railway stn	372	645						Govt. Sanskrit college
	Palakkad railway station	Palakkad Bus stand	5		80					Trivandrum
	Palakkad Bus stand	GASCK	23		22					

1. Certified that I have performed the journey by
2. Certified that I have not claimed the amount from any other source.
3. Certified that the amount has not been drawn previously
4. The excess amount claimed, objected in audit, if any, will be refunded.

Total amount claimed: Rs. 1804
 Advance if any: Nil
 Net claim: Rs. 1804

Passed for payment Rs. /- (Rupees)

Rs. 1804


Signature of the office who travelled
 Name & Designation: D. VINEETHA MOHAN
Assistant Professor & HOD
Department of Microbiology
Govt. Arts & Science College
Kozhijampara, Nattukal.P.O.
Palakkad-678 554

Contents received.

Signature

For office use

Only

Please pay the amount in cash/cheque.

ASSISTANT EDUCATIONAL OFFICER,

Vide G.O.(P)No.149/2014/Fin dated, 26.04.2014 & G.O.(P)No.306/2014/Fin dated, 23.07.2014

Travelling Allowance - Final outer Bill

Sub Treasury, Chittur

Education (Collegiate)	Name of DDO/SDO	AMALAAK
1404-15A-011	Designation of DDO/SDO	Associate Professor(AGP 9000)
GOVT. ARTS & SCIENCE COLLEGE KOZHIAMPARA	PEN of DDO/SDO	600273

TANIGIR

Bill No. : 011TTF12559623

Expenditure Head of Account	2202	03	103	99	00	04	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V	
Salary Head of Account	2202	03	103	99	00	01	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V	
Period of claim: (From) 01/11/2019 (To) 30/11/2019									CPS/CSS		Ratio	

Sl	Name	PEN	Designation	Month and year of journey	Month of claim	Less advance ₹	Refund amount ₹	Refund date	Refund chalan no	Sanction order no & date	Amount ₹
1	VINEETHA MOHAN	723947	Assistant Professor (AGP 6000)	11/2019	2020	0	0			A1/381/2019 - 26/03/2020	2336
Total : Two Thousand Three Hundred And Thirty Six											2336

Payees particulars : Employee

Please pay the amount as detailed above. This bill is prepared strictly in accordance with the control provisions, rules and regulations. The amount claimed in this bill has not been drawn previously.

Amalakkad
 30/8/2020
 Signature of SDO/DDO
 KOZHIAMPARA, NATURAL(PD)
 AMALAKKAD-678 004.

Appropriation for current year :	₹6000
Expenditure till date :	₹3658
Expenditure including in this bill :	₹5994
Balance available :	₹6

Amalakkad
 30/8/2020
 Signature of DDO/Controlling officer

FOR TREASURY USE ONLY

Pay ₹ (Rupees) only) in CASH/cheque
 ₹ (Rupees) only) by RBR and
 ₹ (Rupees) only) by Transfer Credit to
 Treasury/Bank account

Pay Order/Cheque No./JTR No. Date

Treasury Officer

Received Pay Order/Cheque
 Space for Audit Endorsement
 Total amount of the bill
 Entered
 Received
 Entered in

Pay Order/Cheque issued by

Reference slip no. Date

കൊഴിഞ്ഞാമ്പാറ ഗവ: ആർട്സ് & സയൻസ് കോളേജ് പ്രിൻസിപ്പാളിന്റെ നടപടി ക്രമ ഹാജർ : ശ്രീമതി. എ.കെ. അമല, പ്രിൻസിപ്പാൾ-ഇൻ-ചാർജ്

ഗവ : ആർട്സ് & സയൻസ് കോളേജ് കൊഴിഞ്ഞാമ്പാറ - നോൺ പ്ലാൻ ഫണ്ട് - 2019-20 - ഡോ. വിനിത മോഹൻ, അസി. പ്രൊഫസർ, മൈക്രോബയോളജി - ടൂർ റ്റി എ - അനുവദിച്ചു - ഉത്തരവാകുന്നത് - സംബന്ധിച്ച്.

ഉത്തരവ് നം : എ1/381/2019

തീയതി : 26/03/2020

- സൂചന :-
1. 27/06/2019 തീയതിയിലെ ബിംസ് അലോട്ട്മെന്റ്.
 2. 11/01/2020 -ന് ഡോ. വിനിത മോഹൻ, അസി. പ്രൊഫസർ, മൈക്രോബയോളജി സമർപ്പിച്ച അപേക്ഷ

ഉത്തരവ്

മേൽ സൂചന (1) പ്രകാരം "2202-03-103-99-00-04-01- (എൻ പി)" ടൂർ റ്റി എ ശീർഷകത്തിൽ 6,000/- രൂപ അലോട്ട്മെന്റ് അനുവദിച്ചിട്ടുണ്ട്.

കോളേജ് വിദ്യാഭ്യാസ വകുപ്പ് ഗവ. സാസ്കൃത കോളേജ്, തിരുവനന്തപുരത്തിൽ വെച്ച് 06/11/2019 ന് നടന്ന ഒരൈസ് പരിശീലന പരിപാടിയിൽ പങ്കെടുത്തതിനുള്ള ടൂർ റ്റി.എ ആവശ്യപ്പെട്ട ഡോ. വിനിത മോഹൻ, അസി. പ്രൊഫസർ, മൈക്രോബയോളജി സൂചന (2) പ്രകാരം അപേക്ഷ സമർപ്പിച്ചിരിക്കുന്നു. ടി അപേക്ഷ അംഗീകരിച്ച് 2336/- (ആകെ രണ്ടായി ത്തി മൂന്നുറ്റി മൂപ്പത്തിയാറ് രൂപ മാത്രം) ഡോ. വിനിത മോഹൻ, അസി. പ്രൊഫസർ, മൈക്രോബയോളജി -ക്ക് അനുവദിച്ചു ഉത്തരവാകുന്നു.

ആയതിനാൽ "2202-03-103-99-00-04-01- (എൻ പി)" ശീർഷകത്തിൽ നിന്ന് 2,336/- രൂപ അനുവദിച്ചു ഉത്തരവാകുന്നു.

പകർപ്പ് :-

1. ബിൽ
2. കരുതൽ ഫയൽ



Handwritten signature and official stamp of the Principal, Government Arts & Science College, Palakkad.

Tour T-A 03/2021-22/MP

NATURE OF CLAIM-
Name of Treasury

Travelling Allowance - Final outer Bill
Sub Treasury, Chittur

Name of Dept
D D O Code /SDO Code
Name of office

Education (Collegiate)
1404-16A-011
GOVT. ARTS & SCIENCE COLLEGE
KOZHJAMPARA

Name of DDO/SDO
Designation of DDO/SDO :
PEN of DDO/SDO

AMALAAK
Associate Professor(AGP 9000)
600273

TAN/GIR

CHNC005163E

Bill No. : 011TTTF16915619

Expenditure Head of Account	2202	03	103	99	00	04	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V
Salary Head of Account	2202	03	103	99	00	01	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V
	CPS/CSS										Ratio

Period of claim: (From) 01/02/2020 (To) 29/02/2020

Sl	Name	PEN	Designation	Month and year of journey	Month of claim	Less advance ₹	Refund amount ₹	Refund date	Refund chalan no	Sanction order no & date	Amount ₹
1	AKHILA RAJAN	869555	Assistant Professor (AGP 6000)		2/2020	0	0			A1/406/2021/N P(II) - 17/02/2022	2364

Total : Two Thousand Three Hundred And Sixty Four

2364

Name	TSB account number	Amount ₹
AKHILA RAJAN	799012600523147	2364

Payees particulars : Employee

Please pay the amount as detailed above. This bill is prepared strictly in accordance with the codal provisions, rules and regulations. The amount claimed in this bill has not been drawn previously.

etc

Ch 19/2/2022

Signature of DDO/SDO
PRINCIPAL
2/2/2022

GOVT. ARTS & SCIENCE COLLEGE
KOZHINJAMPARA, NATTUKAL (PO)
PALAKKAD-678 554.

	₹
	₹
	₹



Balance available

Signature of DDO/SDO
PRINCIPAL
2/2/2022

FOR TREASURY USE ONLY
GOVT. ARTS & SCIENCE COLLEGE
KOZHINJAMPARA, NATTUKAL (PO)
PALAKKAD-678 554.

Pay ₹ (Rupees..... only) in CASH/cheque
₹ (Rupees..... only) by RBR and
₹ (Rupees..... only) by Transfer Credit to Treasury/Bank account

Pay Order Cheque No./UTR No. Date

Accountant Treasury Officer

Received Pay Order Cheque Pay Order Cheque issued by

Space for Audit Enforcement
Total amount of the bill
Admitted
Disallowed
Objected to

Retrenchment slip no. Date



"ഭരണഭാഷ മാതൃഭാഷ"

കൊഴിഞ്ഞാമ്പാറ ആർട്സ് & സയൻസ് കോളേജ് പ്രിൻസിപ്പാളുടെ നടപടി ക്രമം ഹാജർ : ശ്രീമതി. അമല എ.കെ., പ്രിൻസിപ്പൽ-ഇൻ-ചാർജ്

സർക്കാർ ആർട്സ് & സയൻസ് കോളേജ്, കൊഴിഞ്ഞാമ്പാറ - നോൺ പ്ലാൻ 2021 - 22 - ഡോ.അഖില രാജൻ, മൈക്രോബയോളജി വിഭാഗം അസിസ്റ്റന്റ് പ്രൊഫസർ IQAC ട്രെയിനിങ് പ്രോഗ്രാമിൽ പങ്കെടുത്തതിന്റെ ടൂർ ടി.എ - അനുവദിച്ചു ഉത്തരവാകുന്നത് - സംബന്ധിച്ച്.

ഉത്തരവ് നമ്പർ:A1/406/2021/NP (II)കൊഴിഞ്ഞാമ്പാറ

തീയതി:17.02.2022

പരാമർശം:-1) അലോട്ട്മെന്റ് നം.കെ1/15898/2021/കോ.വി.വ തീയതി: 23/10/2021, 04/12/2021 & 08/02/2022.IQAC

2) 17/02/2020 ലെ ഡോ.അഖില രാജൻ, മൈക്രോബയോളജി വിഭാഗം അസിസ്റ്റന്റ് പ്രൊഫസറിൽ നിന്നും ലഭ്യമായ സമർപ്പണം.

ഉത്തരവ്

2021-22 സാമ്പത്തിക വർഷത്തിൽ നോൺ പ്ലാൻ ഇനത്തിൽ ടൂർ ടി.എ ശീർഷകത്തിൽ പരാമർശം (1) പ്രകാരം 7636/- രൂപ അലോട്ട്മെന്റ് അനുവദിച്ചു വന്നിട്ടുണ്ട്. നിലവിൽ ടി ശീർഷകത്തിൽ 3908/- രൂപ നീക്കിയിട്ടുണ്ട്. മൈക്രോബയോളജി വിഭാഗം അസിസ്റ്റന്റ് പ്രൊഫസറായ ഡോ.അഖില രാജൻ IQAC കോ-ഓർഡിനേറ്റർസ് ട്രെയിനിങ് പ്രോഗ്രാമിൽ പങ്കെടുത്തതിന്റെ ടൂർ ടി.എ ആവശ്യപ്പെട്ട് പരാമർശം (2) പ്രകാരം അപേക്ഷ നൽകിയിട്ടുണ്ട്. ടി അപേക്ഷ അംഗീകരിച്ച് 2364/-രൂപ (ആകെ രണ്ടായിരത്തി മൂന്നൂറ്റി അറുപത്തിനാല് രൂപ മാത്രം) ടിയാന് അനുവദിച്ചു ഉത്തരവാകുന്നു.

ആയതിനാൽ 2021-22 സാമ്പത്തിക വർഷത്തിലെ "2202-03-103-99-00-04-01 ടൂർ ടി.എ" ശീർഷകത്തിൽ നിന്നും 2364/- രൂപ പിൻവലിച്ച് ടിയാരിയുടെ ബാങ്ക് അക്കൗണ്ടിലേക്ക് ക്രെഡിറ്റ് ചെയ്യുന്നതിന് ഉത്തരവാകുന്നു.

Approval Valid

Digitally Approved By
അമല എ.കെ.
Date: 17.02.2022
Reason: Approved



Sd/-
അമല എ.കെ
പ്രിൻസിപ്പാൾ (ഇൻ ചാർജ്)

പകർപ്പ്,

1. ബിൽ
2. കരുതൽ ഫയൽ
3. ജൂനിയർ സൂപ്രണ്ട്/ഹെഡ് അക്കൗണ്ടന്റ്

TRAVELLING ALLOWANCE BILL FOR NON GAZETTED ESTABLISHMENT

(FOR TREASURY USE)

Computer Sequence No./Token No.

Date:

Scroll No.

Dept. Code

DDO Code

Name of Office

Bill No.

Head of Account

Plan (P)/Non-Plan (N)

Voted (V) /Charged (C)

MAJ SMAJ MIN SUB SSUB DET OBJ

CPS/CSS

Ratio

Period of Claim (From) (To)

Memorandum of Expenditure Rs
Budget grant for (year)
Expenditure excluding this bill
Expenditure including this bill
Balance

Passed for Rs
Place:
Date: Signature of Head of Office

CERTIFICATES

Certified:

1. that bill is prepared only after observing the relevant rules and orders in force.
2. that the amount claimed in this bill has not been drawn previously.
3. that the T. A. claims drawn for the previous month have been disbursed to the proper persons, acquittance obtained and kept in my office.
4. that the limit of T. A. ceiling per quarter for the incumbents whose T. A. is claimed in this bill has not been exceeded.
5. that no travelling allowance is claimed in any case for days of casual leave, or Sundays or authorised holidays not actually spent on duty.
6. that for the railway journeys included in this bill, the Government servant concerned travelled by the class for which T. A. is claimed.

Place: Signature
Date: Name & Designation of the Drawing Officer

(In the case of bill requires countersignature)

Countersigned for Rs
(Rupees only)

Signature of the countersigning authority with Name & Designation

Place: Seal
Date:

SPACE FOR ENDORSEMENT

Contents received
Please pay the amount to Sri/Smt
..... of this office whose signature
is attested below.

Contents received

Signature of messenger
Signature of the drawing officer
Signature of messenger

FOR TREASURY USE ONLY

Pay Rs (Rupees only)
in Cash/Cheque Rs (Rupees only)
by RBR and Rs (Rupees only)
by TC.

POC No. Date:

Accountant

Treasury Officer

Received Pay Order Cheque

Pay Order Cheque issued by

Signature of Recipient

Name, Designation, Scale of Pay, Actual pay & Headquarters	Dates and Hours of journey & Halt		Route (Places)		Distance and mode of Conveyance used	Single fare by class (Rs.)	Mileage Incidental Expenses Rail/ Air journey (Rs.)
	From	To	From	To			
2.	3		4		5	6	7
Dr. AKHILA RAJAN Asst. Professor Rs. 59100/-	12/2/2020 8:00 am	12/2/2020	GASCK Nattukul	Palakkad Bus Stand	23 km Bus	22.	
			Pkd Bus Stand	Pkd Rly Stn	5 km Auto	70	
			Pkd Rly Stn	Tvm Rly Stn	372 km Train	645	
	13/2/2020 8:30 am		Tvm Rly Stn	PMG	5 km Auto	70	
	13/2/2020						
	14/2/2020				(Halt at TVM 3 days)		
	15/2/2020						
	16/2/2020 8:00 am	16/2/2020	PMG	Tvm Rly Stn	5 km Auto	70	
			Tvm Rly Stn	Pkd Rly Stn	372 km Train	645	
			Pkd Rly Stn	Pkd Bus Stand	5 km Auto	70	
		Pkd Bus Stand	GASCK Nattukul	23 km Bus	22.		
						<u>1614</u>	

CERTIFICATE
 Certified that the amount claimed
 in this bill has not been drawn previously.

(Amals)
 PRINCK 9/12/2020
 GOVT. ARTS & SCIENCE COLLEGE
 KAZHINJAMPARA, NATTUKAL (PO)
 PALAKKAD-678 664.

Required for payment Rs. 2364

pees.....
 at: Nattukul
 Only)

Non Gazetted Establishment

Allowance	D. A. for Halts		Actual Expenses	Total	T. A. Advance drawn or excess T. A. adjusted	Net Amount	Purpose of journey/ Sanction order	Remarks
	Mileage Allowance for Road journey	Rate Rs.						
7	8		9	10	11	12	13	14
				22		22		
				70		70		
				645		645		
				70		70		
		250		250		250		
		250		250		250		
		250		250	NIL	250		
				70		70		
				645		645		
				70		70		
				22		22		
		<u>750</u>		<u>2364/-</u>		<u>2364/-</u>		
<p>(Rupees Two thousand three hundred and sixty four only)</p>								
<p>Amalsu PRINCIPAL 19/12/2022 GOVT. ARTS & SCIENCE COLLEGE KOZHINJAMPARA, NATTIKAL (PO) PALAKKAD-678 524.</p>								

Training Programme for JIAC Coordinator at IMCR, Thiruvananthapuram.

INSTRUCTIONS FOR PREPARING TRAVELLING ALLOWANCE BILL IN T. R. 55

All certificates required in rules should be added in the column provided in the 1st page.

If the special rate is claimed, the order should be noted in the remarks column.

When the first item in a bill relates to a halt, the date of commencement of that halt should be stated in the remarks column.

In respect of columns for daily allowance for journeys to places of temporary duty, other than the normal place of duty, the distance between the normal place and the temporary place of duty should be indicated in the remarks column.

When road mileage is claimed between places connected by Railway, the nature of public interest served should be stated. When the higher rates of road mileage falls under Note 1 to Rule 14 of Part II K. S. R., the number and date of the order in which the Government have decided to allow the claim in full should be quoted in the remarks column.

The description of journey (date and time of arrival and departure from each place) should be noted in the column No. 3.

Every claim for actual expenses should be supported by a memorandum (containing the details) signed by the Head of Office.

The claims under Rule 64 of Part II K. S. R. should be drawn in Contingent bills.

In case of T.A. claims on transfer journeys, duly passed voucher for transporting of personal effect should be attached with the bill. Necessary certificates in regards to the accompanying family members should also be recorded in the bill.

Advance T.A. drawn, if any should be entered in column No. 11 and the net amount of each individual should be written in column No. 12.

Penal interest for the T.A. advance should be remitted if the claim is not preferred within three months as laid down in G. O. (P) 509/92/Fin. dated 25-8-1992.

Receipt and endorsement in this bill should be signed only after countersigned by the Controlling Officer, in case the bill requires countersignature.

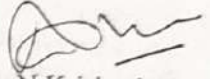
INSTITUTE OF MANAGEMENT IN GOVERNMENT
(An Autonomous Body Constituted by the Government of Kerala)

No. OSP/76/2020/IMG

Vikas Bhavan P.O.
Thiruvananthapuram - 695 033
15th February, 2020

RELIEVING CERTIFICATE

The Institute of Management in Government (IMG) conducted Training Programme for IQAC Co-ordinators of Collegiate Education Department from 13/02/2020 to 15/02/2020. Sixty (60) officers mentioned in the annexure to this certificate have attended the programme. On successful completion of the programme, they are relieved on the AN of 15/02/2020. TA/DA is not paid by the institute. Participants can claim their eligible TA/DA from their parent department.


Dr. N. Krishnakumar
Course Director

Copy to: The Head of Office (through participants)

Annexure

- 01 Dr. Jyothi S Nair, Assistant Professor & Head, KNM College, Kanjiramkulam, Thiruvananthapuram
- 02 Smt Savitharani G S, Assistant Professor of Malayalam, Thrithala, Palakkad
- 03 Dr. Vinodan Navath, Assistant Professor of History, Govt. College, Madappally, Vatakara, Kozhikode
- 04 Dr. Girish Vishnu Namboodiri, Assistant Professor of History, Krishna Menon Memorial Govt. Women's College, Pallikkunnu, Kannur
- 05 Shri Sudheer Kumar P, Assistant Professor of History, Govt. College, Mananthavady, Wayanad
- 06 Dr. Zainul Abid Kotta, Associate Professor of English, Govt. College, Malappuram
- 07 Shri Basheer V P, Assistant Professor, Govt. Arts & Science College, Kunnamangalam Choolur, Vellanoor, Kozhikode
- 08 Dr. Abdul Jaleel T, Assistant Professor of Arabic, Pookoya Thangal Memorial Govt. College, Perinthalmanna, Malappuram
- 09 Shri Prasad P J, Assistant Professor, Govt. Arts & Science College, Kozhikode
- 10 Dr. Jiju Varghese Jacob, Assistant Professor of English, Govt. Arts & Science College, Elanthoor
- 11 Shri Abdu Latheef Kampuravan, Assistant Professor of English, Govt. Arts & Science College, Kondotty, Malappuram
- 12 Smt Asha T Rajan, Assistant Professor, RGM Govt. Arts & Science College, Attappady
- 13 Dr. Akhila Rajan, Assistant Professor of Microbiology, Govt. Arts & Science College, Kozhinjampara, Palakkad
- 14 Dr. Happy P V, Associate Professor of Social Science, Institute of Advanced Study in Education, Thrissur
- 15 Dr. Syamala Devi M B, Assistant Professor, Govt. College of Teacher Education, Kozhikode
- 16 Dr. Nesy E A, Associate Professor, KKTU Govt. College, Pullut, Kodungally, Thrissur
- 17 Dr. Prajit Chandran, Assistant Professor of Physics, T M Govt. College, Tirur, Malappuram
- 18 Dr. Unnikrishnan K, Assistant Professor of Malayalam, Govt. Brennen College, Thalassery, Kannur
- 19 Dr. Sree Ranjit Kumar C V, Associate Professor of Zoology, Govt. Victoria College, Palakkad
- 20 Dr. Makeesh K G, Assistant Professor of Commerce, Govt. College Trippunithura, Ernakulam
- 21 Shri Rakesh C Jose, Assistant Professor of English, Govt. Arts & Science College, Pathirippala, Palakkad
- 22 Shri Manoj G, Assistant Professor, Govt. Arts & Science College, Kulathoor, Neyyattinkara
- 23 Shri Anwar Muhyiddeen K A, Assistant Professor, Govt. Brennen College of Teacher Education, Thalassery, Kannur
- 24 Dr. Aji Kumar P V, Assistant Professor, Govt. Sanskrit College, Trippunithura

- 25 Dr. Seno Jose, Associate Professor of Chemistry, Govt. College, Nattakam, Kottayam
- 26 Dr. Abdul Gafoor P, Assistant Professor, CHMKM Govt. Arts & Science College, Tanur, Malappuram
- 27 Dr. Liya K, Assistant Professor, CKGM Govt. College, Perambra, Kozhikode
- 28 Smt Sheba Susan Johns, Assistant Professor of Commerce, CHMKM Govt. Arts & Science College, Koduvally, Kozhikode
- 29 Smt Sini Jose, Assistant Professor, Govt. College, Peringome, Kannur
- 30 Shri Sivadasan Madathil, Assistant Professor of History, Govt. College, Thalassery, Kannur
- 31 Shri Muraleedharan K M, Assistant Professor of Physics, SARBTM Govt. College, Koyilandy, Kozhikode
- 32 Shri Rethesh P K, Assistant Professor, EKNM Govt. College, Elerithattu, Kasaragod
- 33 Kum. Aarathi Pratap, Assistant Professor of English, Govt. Arts & Science College, Uduma, Kasaragod
- 34 Dr. Udayakumar M, Assistant Professor of Commerce, BJM Govt. College, Chavara, Kollam
- 35 Dr. Yaseer K M, Assistant Professor of Commerce, Govt. Arts & Science College, Thazhava, Kollam
- 36 Shri Soorej Senan, Assistant Professor, Govt. Arts & Science College, Thilanu, Palakkad
- 37 Shri Shajahan A, Assistant Professor of Commerce, MMS Govt. Arts & Science College, Malayinkeezu, Thiruvananthapuram
- 38 Dr. V K Sobha, Assistant Professor, Govt. College of Teacher in Education, Thycaud, Thiruvananthapuram
- 39 Dr. Mothi George, Assistant Professor of Economics, Govt. College, Ambalappuzha
- 40 Shri Vijayan P K, Assistant Professor of Commerce & Management Studies, Govt. College, Kuttanellur, Thrissur
- 41 Smt Shyma Jacob J R, Assistant Professor of History, Govt. College Nedumangad, Thiruvananthapuram
- 42 Dr. Vivek P J, Assistant Professor of Botany, Sree Neelakanta Govt. Sanskrit College, Pattambi, Palakkad
- 43 Dr. Jijo P U, Assistant Professor, Govt. College, Kasaragod
- 44 Dr. Viju Kumar V G, Assistant Professor of Chemistry, University College, Thiruvananthapuram
- 45 Dr. Sunil Raj N V, Assistant Professor of Commerce, Govt. College, Attingal
- 46 Dr. Jojomon N A, Associate Professor of Commerce, P M Govt. College, Chalakudy, Thrissur
- 47 Dr. Roy Scaria, Assistant Professor, TMJM Govt. College, Manimalakunnu, Ernakulam
- 48 Dr. Anoop K V, Assistant Professor of Physics, GPM Govt. College, Manjeshwar, Kasaragod
- 49 Shri Sreekanth K C, Assistant Professor of Chemistry, Govt. College, Kattappana, Idukki
- 50 Dr. Dean Martin C, Assistant Professor of Commerce, Govt. Arts & Science College, Oltur, Thrissur
- 51 Shri Abduraheem M P, Assistant Professor of Sociology, Govt. Arts & Science College, Thavannur, Malappuram
- 52 Shri Vineesh K A, Assistant Professor, Govt. College, Munnar, Idukki
- 53 Dr. Ashraff P C, Assistant Professor, NMSM Govt. College, Kalpetta, Wayanad
- 54 Shri Eugene George, Assistant Professor, Govt. Arts & Science College, Chelakkara, Thrissur
- 55 Dr. Sabeen H M, Assistant Professor of Geology, Govt. College, Kariavattom, Thiruvananthapuram
- 56 Dr. Sudheesh O S, Assistant Professor, Govt. Sanskrit College, Thiruvananthapuram
- 57 Dr. Vishnu V S, Assistant Professor of Chemistry, Govt. Arts College, Thiruvananthapuram
- 58 Dr. Mohamed Jaseer Adattil, Assistant Professor, Govt. College for Women, Malappuram
- 59 Dr. Sreejith V, Assistant Professor, Govt. College for Women, Vazhuthacaud, Thiruvananthapuram
- 60 Shri Santhosh T Varghese, Assistant Professor of Economics, Govt. Maharajas College, Ernakulam

19/12/2020
18/2/2020
A

SUBMISSION

197

I have attended the three day training programme for IAAC Co-ordinators of Collegiate Education Department from 12/02/2020 to 15/02/2020. The tour diary for TA claim is submitted herewith.

To
Principal
GASCK

Dr. AKHILA RAJAN
Assistant Professor
Department of Microbiology
Govt. Arts & Science College
Kozhinjampara, Nattukal (P.O)
Palakkad - 678 554

Nattukal
17/02/2020.

Recommended

Dr. Vineetha Mohan.

Asst
15/2/2020

TOUR DIARY CUM ACQUITTANCE FOR T.A. CLAIM IN CONNECTION WITH Training Programme for IQAC

Name: Dr. Athila Rajan Basic Pay: 21600 Scale of Pay: 15600-3770 AGP600 Designation: Coordinators for the Month of February 2020

Date & time	From	To	Distance in Km	Journey		Incidental Expense		DA for Halt if any	Total	Purpose of Journey
				Train fare	Bus fare	Rate	Amount			
12/02/2020 5.00am	CIASCK Nattukk	Palakkad Bus Stand	23		22					Training Programme for IQAC Coordinators
	Pkd Bus Stand	Pk Rly Stn	5		Auto 80					
	Pkd Rly Stn	Tym Rly Stn	372	645				12/2/2020 250		at IMG, Thiruvananthapuram
13/02/2020 5.30am	Tym Rly Stn	PMG	5		Auto 60			13/2/2020 250		
16/2/2020 8.00am	PMG	Tym Rly Stn			Auto 60			14/2/2020 250		
	Tym Rly Stn	Pkd Rly Stn	372	645				15/2/2020 250		
	Pkd Rly Stn	Pkd Bus Stand	5		Auto 80					
	Pkd Bus Stand	CIASCK Nattukk	23		22					

1. Certified that I have performed the journey by III. A.C. Train
2. Certified that I have not claimed the amount from any other source.
3. Certified that the amount has not been drawn previously
4. The excess amount claimed, objected in audit, if any, will be refunded.

Athila

Signature of the office who travelled
Name & Designation.

Total amount claimed:
Advance if any
Net claim :

Contents received.

Signature

For office use

Passed for payment Rs. /- (Rupees)

Only

Please pay the amount in cash/cheque.

ASSISTANT EDUCATIONAL OFFICER,

Tour T.A 01/2023-24

NATURE OF CLAIM-
Name of Treasury

Travelling Allowance - Final outer Bill
Sub Treasury, Chittur

Name of Dept
D D O Code /SDO Code
Name of office

Education (Collegiate)
1404-16A-011
GOVT. ARTS & SCIENCE COLLEGE
KOZHJAMPARA

Name of DDO/SDO : AMALA A K
Designation of DDO/SDO : Associate Professor(AGP 9000)
PEN of DDO/SDO : 600273

TAN/GIR

CHNGP5163E

Bill No. : 011TTF19586796

Expenditure Head of Account	2202	03	103	99	00	04	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V
Salary Head of Account	2202	03	103	99	00	01	01	Plan (P) / Non Plan (N)	N	Voted (V) / Charged (C)	V
								CPS/CSS			Ratio

Period of claim: (From) 01/07/2022 (To) 31/07/2022

Sl	Name	PEN	Designation	Month and year of journey	Month of claim	Less advance ₹	Refund amount ₹	Refund date	Refund chalan no	Sanction order no & date	Amount ₹
1	Reshma C V	797615	Assistant Professor (AGP 6000)	7/2022	2023	0	0			A1/466/2023-24/NP - 29/05/2023	3950
2	SARANYADEVI K	869278	Assistant Professor (AGP 6000)	7/2022	2023	0	0			A1/466/2023-24/NP - 29/05/2023	3950
3	VINEETH E	932245	Librarian Gr IV	7/2022	2023	0	0			A1/466/2023-24/NP - 29/05/2023	1362

Total : Nine Thousand Two Hundred And Sixty Two

9262

Name	TSB account number	Amount ₹
Reshma C V	799012600461939	3950
SARANYADEVI K	799012600523148	3950
VINEETH E	799012600583701	1362

Payees particulars : Employee

Please pay the amount as detailed above. This bill is prepared strictly in accordance with the codal provisions, rules and regulations. The amount claimed in this bill has not been drawn previously.



Handwritten signatures and dates: Amalys, 29/5/2023, Principal, Govt. Arts & Science College, Kozhijampara, Nattukal (PO), P. Arakad-678 554.

Appropriation for current year	₹
Expenditure till date	₹
Expenditure including this bill	₹
Balance available	₹

Signature of DDO/Controlling officer

Pay ₹..... (Rupees..... only) in CASH/cheque
₹..... (Rupees..... only) by RBR and
₹..... (Rupees..... only) by Transfer Credit to
Treasury/Bank account

Pay Order Cheque No./UTR No. Date

Accountant

Treasury Officer

Received Pay Order Cheque

Pay Order Cheque issued by

Space for Audit Enforcement
Total amount of the bill
Admitted
Disallowed
Objected to

Retrenchment slip no. Date

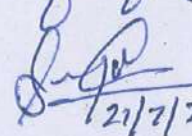
Aske to Provide
(1) Duty verification and No payment of TA certificate
(2) ~~fill~~ fill and sign the form correctly and fully.
check the availability of fund

Submission

Herewith I am submitting TA Bills for
Participating capacity building Programme conducted by
DCE, Thiruvananthapuram, held at IISER TUM (15/7/22,
16/7/22 + 17/7/22). Please do the further proceedings.

Thanking you

Nattukul
27/7/22

Yours faithfully

21/7/22
(Saranya Devi-K)



CERTIFICATE

Certified that

Dr. Saranya Devi K

Assistant Prof. in Microbiology

has successfully completed

the 3 days residential training programme

jointly organised by Collegiate Education Department, Govt of Kerala
and Indian Institute of Science Education and Research, Thiruvananthapuram

from 15.07.2022 to 17.07.2022

at Indian Institute of Science Education and Research Thiruvananthapuram.

Prof. J N Moorthy
Director
IISER Thiruvananthapuram



V Vigneshwari IAS
Director of Collegiate Education
Government of Kerala

മുദ്രണം

15-17th ജൂലൈ 2022 (15/7/22, 16/7/22, 17/7/22)

നമ്മുടെ പേരിൽ അയച്ചു കൊടുക്കുന്ന ഫണ്ട് നൽകൽ
പേപ്പർ - ട്രസ്റ്റിംഗ്, TA അനുബന്ധ രേഖകൾ
എന്നിവ അയച്ചു കൊടുക്കുന്നു.

Nattukul

Yours faithfully

Dr. Roshan. V.

Dr. Roshan. V.



CERTIFICATE

Certified that

Dr. Reshma C V

Assistant Prof. in Microbiology

has successfully completed

the 3 days residential training programme

jointly organised by Collegiate Education Department, Govt of Kerala

and Indian Institute of Science Education and Research, Thiruvananthapuram

from 15.07.2022 to 17.07.2022

at Indian Institute of Science Education and Research Thiruvananthapuram.

Prof. J N Moorthy
Director
IISER Thiruvananthapuram



V Vigneshwari IAS
Director of Collegiate Education
Government of Kerala



"ഭരണഭാഷ മാതൃഭാഷ"

കൊഴിഞ്ഞാനന്ദ ആർട്സ് & സയൻസ് കോളേജ് പ്രിൻസിപ്പാളുടെ നടപടി ക്രമം ഹാജർ : ശ്രീമതി. അമല എ.കെ., പ്രിൻസിപ്പൽ-ഇൻ-ചാർജ്

സർക്കാർ ആർട്സ് & സയൻസ് കോളേജ്, കൊഴിഞ്ഞാനന്ദ - നോൺ പ്ലാൻ 2023 - 24 - കപ്പാസിറ്റി ബിൽഡിംഗ് റസിഡൻഷ്യൽ പ്രോഗ്രാമിലും കെ.പി.എസ്.സി സർവീസ് വെരിഫിക്കേഷനിലും പങ്കെടുത്ത അധ്യാപക/അന്യധ്യാപക ജീവനക്കാരുടെ ടൂർ ടി.എ അനുവദിച്ചു - ഉത്തരവാകുന്നത് - സംബന്ധിച്ച്.

ഉത്തരവ് നമ്പർ:A1/466/2023-24/NPകൊഴിഞ്ഞാനന്ദ തീയതി:29.05.2023

- പരാമർശം:-1) 27/07/2022 ലെ ഡോ.രേഷ്മ.സി.വി & ഡോ.ശരണ്യ ദേവി.കെ, മൈക്രോബയോളജി വിഭാഗം അസിസ്റ്റന്റ് പ്രൊഫസറിൽ നിന്നും ലഭ്യമായ സമർപ്പണം.
2) 14/07/2022 ലെ ശ്രീ.വിനീത്.ഇ, ലൈബ്രേറിയൻ ഗ്രേഡ് IV നിന്നും ലഭ്യമായ സമർപ്പണം.

ഉത്തരവ്

ഈ കോളേജിലെ താഴെ സൂചിപ്പിക്കുന്ന ജീവനക്കാർക്ക് ടൂർ ടി.എ അനുവദിച്ചു ഉത്തരവാകുന്നു. ബില്ലിന്റെ വിശദാംശങ്ങൾ ചുവടെ ചേർക്കുന്നു.

ക്രമ നമ്പർ	പേര്	തസ്തിക	ടൂർ ടി.എ വിവരം	തുക
1	ഡോ.രേഷ്മ.സി.വി	അസിസ്റ്റന്റ് പ്രൊഫസർ	കപ്പാസിറ്റി ബിൽഡിംഗ് റസിഡൻഷ്യൽ പ്രോഗ്രാം	3950
2	ഡോ.ശരണ്യ ദേവി.കെ	അസിസ്റ്റന്റ് പ്രൊഫസർ	കപ്പാസിറ്റി ബിൽഡിംഗ് റസിഡൻഷ്യൽ പ്രോഗ്രാം, IISER , തിരുവനന്തപുരം	3950
3	ശ്രീ.വിനീത്.ഇ	ലൈബ്രേറിയൻ ഗ്രേഡ് IV	KPSC സർവീസ് വെരിഫിക്കേഷൻ, തിരുവനന്തപുരം	1362
			ആകെ	9262/-

(ആകെ ഒൻപതിനായിരത്തി ഇരുനൂറ്റി അറുപത്തിരണ്ട് രൂപ മാത്രം)

ആയതിനാൽ 2023-24 സാമ്പത്തിക വർഷത്തിൽ നോൺ പ്ലാൻ ഇനത്തിൽ 2202-03-103-99-00-04-01 TOUR T.A ശീർഷകത്തിൽ നിന്നും തുക പിൻവലിക്കുന്നതിന് അനുമതി നൽകി ഉത്തരവാകുന്നു.

Approval Valid

Sd/-

Non Gazetted Establishment

Allowance Mileage Allowance for Road journey	D. A. for Halts		Actual Expenses Rs.	Total Rs.	T. A. Advance drawn or excess T. A. adjusted Rs.	Net Amount Rs.	Purpose of journey/ Sanction order	Remarks	
	Rate Rs.	Amount Rs.							
7	8		9	10	11	12	13	14	
				35					
				90					
				960	1210				
				140					
				1000					
				3950					
				140					
				960	1210				
				90					
				35					
				3950/-					
				Three thousand nine hundred and fifty only					
				3950/-					

Passed for payment of Rs. Three thousand and
three hundred and fifty only.
1000
3950
140
960
90
35
3950/-

PAID & CANCELLED
Principals
15/7/22

Capacity building Residential programme
 Conducted by DCE at IISER TVM
 [15/7/22, 16/7/22, 17/7/22]

Allowance Mileage Allowance for Road journey	D. A. for Halts		Actual Expenses Rs.	Total Rs.	T. A. Advance drawn or excess T. A. adjusted Rs.	Net Amount Rs.	Purpose of journey/ Sanction order	Remarks
	Rate Rs.	Amount Rs.						
7	8		9	10	11	12	13	14
				35				
				90				
				960	1210			
				140				
				1000				
				140				
				960	1210			
				90				
				35				
				3950				
				Three Thousand Nine hundred and 56 Rs Only				
				3950/-				

Payment of Rs 3950/-
Three thousand and
Principal
29/15/2014

1000
nine hundred
fifty only

PAID & CANCELLED
Principal

Disallowed Programme
at 11 SEP 1991

17/7/22

building
DEC - 17/7/22

Caprain
conducted by
15/7/22