

Central Pollution Control Board
Finance and Accounts Division

File No.AC-101/05/Gen/2021-22 364

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CIRCULAR

It has been observed that most of the CPCB officials are not mentioning the distance travelled in kilometers while submitting their local conveyance claims. It is to inform to all concerned that without distance travelled in kilometers, it is not feasible to process the TA/DA and local conveyance claims.

In view of the above, it is informed to all CPCB officials that before submitting any of claim like Local conveyance, LTC, TA/DA, TTA etc. to Accounts Division, it is to ensure that all the required columns are filled properly to avoid any further rejection of claim.



(Diganta Kalita)

Accounts Officer and I/C F & A

Distribution:

- ✓ 1. Divisional Head I. T. Division : with a request to upload it on CPCB website and CPCB e-office portal.
2. PS to MS - For kind information to MS, please.
3. General correspondence file.