

Sri Kshudiram Goswami, OSD & A.O,SUDA has submitted a Tour Dairy-cum T.A. Bill for payment in connection with his official tour to different ULBs during the month of July 2011 to June 2011 for implementation of NFBS Scheme.

In view of above Tour Dairy-Cum -T.A. Bill is placed herewith for approval of Director SUDA please.

Lalu pathak

Submitted.

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W/4/11.

P.U.D. may kindly be seen.

Shri Kshudiram Goswami, A.O., SUDA has submitted a T.A. Bill for Rs.1,165/- (Rupees One Thousand One Hundred Sixty Five) only in connection with his official tour to different ULBs during the month of July & August, 2011 to verify the NFBS proposals.

Aforesaid T.A. Bill of Shri Goswami includes actual Train Fare of Rs.370/- (Rupees Three Hundred Seventy), Bus Fare of Rs.130/- (Rupees One Hundred Thirty) and Rickshaw Fare of Rs.70/- (Rupees Seventy) only. Apart from the above, Shri Goswami also claimed D.A. to the tune of Rs.595/- (Rupees Five Hundred Ninety Five) only.

But before processing the T.A. Bill for payment, Director, SUDA may kindly give his approval please.

An der T.A Rule vide No. 4798-F 44-05:05:99

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comment and see deduced from the bill one in \$21109!!





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Since, Tour Dairy of Shri Goswami has already been approved, Rs. 11657- IRupees One Thousand One Hundred Sixty Five) only may be pard by Cash to Shir Goswain, A.G., SUDA

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F.O., SUDA please.

Lalu pathak

Submitted.

Sri Kshudiram Goswami, OSD & A.O., SUDA has submitted a Tour Dairy-cum T.A. Bill for payment in connection with his official tour to different ULBs during the month of September 2011 for implementation of NFBS Scheme.

In view of above Tour Dairy-Cum -T.A. Bill is placed herewith for necessary instruction.

Lalu pathak

Lalu pathak Submitted. 21-11-204

May kindy be approved

for payment.

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Director / AO

### As per notes and orders above

As approved by Director, SUDA above, Rs.528/- (Rupees Five Hundred Twenty Eight) only may be released by Cash to Shri Kshudiram Goswami, A.O., SUDA towards his T.A. Bill for the month of September, 2011.

Pay order endorsed on the body of the bill is for signature of F.O., SUDA please.

D.O. No. E-14013/4/2009-USD dated the January 31, 2012 of Dr. P. K. Mohanty, Additional Secretary & Mission Director (JNNURM), Ministry of Housing & Urban Poverty Alleviation, Government of India (placed under Flag - 'A') addressed to the Principal Secretary, Municipal Affairs Department along with a letter from Joint Director. Regional Centre for Urban and Environmental Studies, Lucknow may kindly be seen. It has been requested to nominate and participants from this State for National Workshop which has been scheduled on 3rd March, 2012 at Ranchi (Jharkhand) on National Policy on Street Vendors as well as on SJSRY. On behalf of SUDA it may kindly be considered to nominate Shri Surajit Bose, WBCS (Exe.), Joint Director of Local Bodies, presently holding the Additional Charge of Joint Director, SUDA, who is looking the Social Sector and Poverty Alleviation Schemes including SJSRY. If approved, he may also be allowed to undertake the journey from Kolkata to Ranchi and back by air, the cost of which would be borne out of A&OE fund of SJSRY.

Principal Secretary M.A. Deptt. Chairman, SUDA

Director (SUDA) by Frein Director (12/1012

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The saturation is loud the Notes Dockship)

Seen. I was informed about the Northwal Workshop at Ranch on National Street Verdous on riview of STSRY on 18 Harch, 2012, just 2(trus) dess placed of the personer all possible evenues to travel by train and butimately would marage a tatkar traket in 3A in & Howned (Hatia Express on 2, 3, 12. I evaler that train from Horrich on 2.3.12 on worker Roach the the morning of 3.3 12an proceeded directly to the veryle of the nolkshop. But infortunately as affickets some drailette for in Train for the return journey, I hak to coase a widertake air journey with vertal approvated) Ince for SUDA.

In view of this a very return journey in air may be apparen

National Workshop on Street Vendor Policy & SUSRY at Ronali, Thankhand on 3.3.2012 maj kindy be re-called. In the meantiner, oh s. Bose, Mess (Exc.), It. Director has cheedy understoken jonen of for Kolketa to Romel.

My tain and for Romali & Kolketa to sir since no tain

theret was available as stated at Alabore.

Hence, post-feeto approval for return air journey

may kindly be approvaded.

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To Dix,

for rignatue To

15/3

From: Director

To: The Commissioner

Siliguri Municipal Corporation

Siliguri

Sub: JNNURM works in Siliguri Towninspection to tour of Officers from SUDA.

Jin

A team composising of Josi J.K. Mukhevjee, Technical Adviser; Josi B. Das, Tuopano Josi Dipankay Chordhuri, F.O. will visit Siliguri on 20 and 21st Maych 2012 in Connection with execution of IHSDP and UIDSSMT works in Siliguri.

extend all necessary assistance to the visiting team.

Dated: 15/03/2012

Directory.







As directed, an official tour to be performed by the undersigned to attend a meeting on 'Comprehensive IT-enabled National Urban Livelihood Mission MIS' to be held on 28th April, 2014 at NBO Building, Nirman Bhawan, Delhi. It has also decided that Sri Joy Guha, Computer Assistant will attend the stated meeting.

For expenditure towards travelling and accommodation a sum of Rs. 12,000/-(ten thousand) may be approved for tour advance.

Submitted for approval.

Tarak Sundar Datta

Programme Coordinator, SUDA

Financial Advisor, SUDA

> FI. provide find under IPP- EIII Extu to the extent of \$12,000f (twelve thousand only to Torak Sundar Dutta in cash on loan basis as both the bersons mentioned above are directed by the Br. Sear tany, M. A. defourtment to attend the trailing programme al-New Delhi

The received for 12000/-14) sup \_ R 12000 & is plead below to received.

An directed, are may agree to release h 12000/ (Turk under thousand only) to Sin Tarak Sundar Buth in Cosh. The amount may be Lunder 4 Loon to Director". dt. 23-04-2014 for an amount of h 12000 to placed below. for Kind approval & signature Submitted.





As directed, an official tour to be performed by the undersigned to attend a two days 'NULM MIS-States Training/Workshop' to be held on 15<sup>th</sup> and 16<sup>th</sup> October, 2014 at NBO Building, Nirman Bhawan, Delhi.

To perform the aforesaid tour following arrangements may be made.

- i) For the said purpose I have to stay at Banga Bhavan, Delhi on 15<sup>th</sup> & 16<sup>th</sup>
   Oct,14. Necessary booking may kindly be made.
- ii) For expenditure towards travelling and accommodation a sum of Rs. 8,000/(eight thousand) may be approved as tour advance.

Submitted for approval.

Reserved R. 8000 -

Torok Smola John Tarak Sundar Datta

Programme Coordinator, SUDA

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Director, SUDA

JA.





Received the following bills from M/S NATIONAL TOURS & TRAVELS, P-74, block-B, Lake Town, kolkata 700 089, for the cost of air journey between Delhi to Kolkata, placed below may kindly be seen.

Bill No Date	Journey taken under	Class of Journey & Ticket No	Amount
BT/A 495 dt. 07.11.2014	Mr.Tarak Sundar Dutta Programme Cordinator, SUDA		12,269.00

(Rupees Twelve Thousand Two Hundred and Sixty Nine) Total Rs.12, 269.00

Approval towards performance of journeys by the concerned officers by air have been given by the secretary, MA Department/ Chairman SUDA and placed in this file for your kind perusal.

All the bills have been cheeked and verified according to approval from the secretary M.A. Deptt. Government of West Bengal, and Boarding Pass.

In this view of above bills amount of Rs. 12, 269.00 (Rupees Twelve Thousand Two Hundred and Sixty Nine) only in favour of M/S NATIONAL TOURS & TRAVELS, may be placed for Consideration.

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Proposal for payment of & 12,269/=

ifo M/s National Tours & Travels as lost

fair-journey ende by Tarch Dulle, P.C.

Taray be approved.

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#### As per notes & orders at prepage

As approved by Director, SUDA at prepage, to release the payn favour of "National Tours & Travels", an account payee SBI chequidetailed below has been prepared and placed herewith for signature of F.A. Ex-Officio Addl. Director (Fin.) and Director, SUDA please.

Air journey approval has been given by the Pr. Secretary, M.A. Department and Chairman, SUDA and placed in the file.

Pay order endorsed on the body of the Bill is for signature of Director, SUDA please.

Name of the Payee	Purpose of Payment	Amt. in Rs.	SBI Ch. No. & Dt.
National Tours & Travels	Supply of Air Ticket for Shri Tarak Sundar Datta, Programme Co-Ordinator, SUDA for his journey from Delhi to Kolkata on 16.10.2014 in connection with attending a workshop on NULM at NBO Building, Nirman Bhawan, Delhi during the period from 15.10.2014 to 16.10.2014 against Bill No.BT/A/495 dated 07.11.2014.	12,269/-	835559 dt. 18.12.2014

F.O. & Ex-Officio J.D., Fin

for \$812,269 = may be Signed.

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F.A LE.O Add bor (F) Spl. Sey, M.A. De IL





As verbally instructed by the Financial Adviser & Ex-Officio Additional Director (Finance), to release the Airfare charges of Shri Manindra Nath Pradhan, Director, SUDA for return journey from Mussoorie to Kolkata after completion of his Induction Training for I.A.S., a transfer advice amounting to Rs.9,268/- (Rupees Nine Thousand Two Hundred Sixty Eight) only as detailed below has been prepared and placed herewith for signature of F.A. & Ex-Officio Addl. Director (Finance) and Director, SUDA please for onward transmission to Punjab National Bank, Salt Lake Sec-III branch for electronic transfer of fund.

Sl. No.	Name of the Payee	Amount (in Rs.)	Payees' Bank Details
01.	Arushi Gupta	9,268.00	Axis Bank, Mussoorie Branch, A/C No.914010015164019, IFS Code.UTIB0000435
	Total	9,268.00	

Ex-Officio J.D., Fin.

F.A L.S.O. Add. Dir. (F) Spl. Seyl. M.A. Dept.

May Kindly be Signed.

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#### - 11 -**NOTE SHEET**

5ri M. N. Pradham, Director, SUDA, had to by Air Ticket at a cost of Po. 29,268/for his return finning from Dehradoon to kolkerta is Delhi to participating The try. programme (Induction Try. for IAS). Out of total cost Rs. 9, 268/- was due to travel Agent, Arushi Gupta, which has bem paid on 23/12/14 as per notes and evdes at NSP-10. Remaining amount of Rs. 20,00/my be reimbursed to Si Pradham. The Donding Pan and e-ticket of Air form my has been placed in file for perusal and consideration.

Reimbussomine of Calance amount of 11 & 20,000/= saly & Sri M.N. partin,

Director, SUDD on The basis of contribicate

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Proposal at 1x' may please

### As per notes and orders at prepage and above

As approved at above, to re-imburse the cost of Air Ticket (Balance Amount) of Director, SUDA for his return journey from Dehradun to Kolkata via New Delhi on 15.12.2014 after attending 116th Induction Training for IAS Officers, a transfer advice amounting to Rs.20,000/- (Rupees Twenty Thousand) only has been prepared and placed herewith for signature of Director, SUDA and Special Secretary, M.A. Department please for onward transmission to Punjab National Bank, Salt Lake Sec-III branch for electronic transfer of funds. Is wanty May be signed

30/12/14 Wygney





Received the following bills from M/S B. S. International, 87, Lelnin Sarani kolkata 700 013, for the cost of air journey between Kolkata and Delhi, placed below may kindly be seen.

Bill No Date	Journey taken under	Class of Journey & Ticket No	Amount
BSI No 2286 dt 10/11/14	Mr.BC Patra S. Secretary MA dtt.	Economy Class C7WIJW on 11/11/2014 With Revalidation Charges	22192.00
BSI No 2282 dt 10/11/2014	Mr.Biswajit Das TUO SUDA,	Economy Class B9273Q on 10 & 11/11/2014 CCU/DEL & Back	22192.00
BSI No 36859(A) dt 17/12/14	Mr.MN Pradhan Director SUDA	Economy Class 0985854058538 on 10 & 20/12/2014 CancellationCharges	2106.00
BSI No 36915(A) dt 01/12/14	Mr.Sandip Gupta C. P. SUDA	Economy Class 5895855499176 on14/12 & 24/12/2014 CCU/DEL CancellationCharges	3675.00
BSI No 36915(B) dt 01/12/14	4004044		3675.00
BSI No 36859(A) dt 23.07.14	Mr.MN Pradhan Director SUDA	Economy Class 0985854058538 on 10 & 20/12/2014 CancellationCharges	2106.00

(Rupees Fifty-Five Thousand Nine Hundred and Forty Six) Total Rs.55, 946.00

Approval towards performance of journeys by the concerned officers by air have been given by the secretary, MA Department/ Chairman SUDA and placed in this file for your kind perusal.

All the bills have been cheeked and verified according to approval from the secretary M.A. Department Government of West Bengal, and Boarding Pass.

In this view of above bills amount of Rs. 55, 946.00 (Rupees Fifty-Five Thousand Nine Hundred and Forty Six) only in favour of M/S B. S. International, 87, Lelnin Sarani kolkata 700 013 may be placed for Consideration.

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The above amount and be person for payment if m/s B. s. gales. subtonal for air fairs.

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24/01/15





#### As per notes and orders at prepage

As approved by Director, SUDA at prepage, to release the payment in favour of B.S. International, an account payee PNB cheque as detailed below has been prepared and placed herewith for signature of Director, SUDA and Special Secretary, M.A. Department please.

Pay order endorsed on the body of the bill is for signature of Director, SUDA

Name of the Payee	Journey Performed by -	Jrny. Date	Sector	Ticket No.	Invoice No. & Date	Amount (in Rs.)	Cheque No. & Dt.
<u> </u>	B.C. Patra,		CCU/DEL		BSI/2286		
	Special Secretary, M.A. Department	11.11.14	&	C7WIJW	dated	22,192/-	
			DEL/CCU		10.11.2014		
	Di Cab	10.11.14	CCU/DEL	B9273Q	BSI/2282		PNB Ch. No. 202708 dated 27.01.2015
	Biswajit Das,	&	&		dated	22,192/-	
7. 1	T.U.O., SUDA	11.11.14	DEL/CCU		10.11.2014		
B.S. International	M.N. Pradhan, Director, SUDA	20.12.14	DED/DEL & DEL/CCU	0985854058538	BSI/ 36859(A) dated 17.12.2014	2,106/-	
	Sandip Gupta, Comp. Programmer, SUDA	14.12.14 & 24.12.14	CCU/DEL & DEL/CCU	5895855499176	BSI/ 36915(A) dated 01.12.2014	3,675/-	
	Sandip Gupta, Comp. Programmer, SUDA	14.12.14 & 24.12.14	DEL/DED & DED/DEL	5895855499176	BSI/ 36915(B) dated 01.12.2014	3,675/-	
	Cheque Total					53,840/-	

It may kindly be noted that cheque amounting to Rs.53,840/- (Rupees Fifty Three Thousand Eight Hundred Forty) only has been prepared instead of approved amount of Rs.55,946/- (Rupees Fifty Five Thousand Nine Hundred Forty Six) only as bill at seriation 06 at prepage seems to be duplicate to seriation 03.

Ex-Officio J.D., Fin

for R\$53,8407 = as detailed above may kindly 27/01/15

W 29/1/15

Spl. Sey/M.A. Dept





Sub: Adjustment of Travelling & Accommodation Expense

As per direction of Director, SUDA the undersigned had attended an workshop on 'Online Web based Management Information System' on 15<sup>th</sup> & 16<sup>th</sup> October, 2014. The tour was duly approved by the Principal Secretary, M.A.Deptt.(flag-X)

For the above purpose a sum of Rs. 8,000/- was taken as an advance from accounts deptt. of SUDA to meet Travelling & Accommodation expenses during the tour. The total actual expenditure of Rs. 5814/- with particulars is placed below along with supporting vouchers for your consideration and approval.

S1.	Particulars	Expenditure(Rs.
No.		
	Train Ticket from Sealdah Stn. to N.Delhi Stn. Train No. 12313, PNR No. 6733303399	2476.00
2.	Car hiring charges for 15 <sup>th</sup> & 16 <sup>th</sup> Oct.2014 at Delhi	2550.00
3.	Room rent at Banga Bhawan, Delhi	50.00
4.	Fooding charges at Banga Bhawan, Delhi	393.00
5.	Taxi Fare from Kolkata Airport to Residence	345.00
	Total:	5814.00
	Less advance:	8000.00
	Amount to be refunded, if approved:	2186.00

Put up and submitted.

Director, SUDA

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16/03/15

Tarak Sundar Datta

Programme Coordinator, SUDA





#### As per notes and orders at prepage

Shri Tarak Sundar Datta, Programme Co-Ordinator, SUDA took an advance of Rs.8,000/- (Rupees Eight Thousand) only from this section on 13.10.2014 to meet expenses likely to incurr in connection with his proposed journey to New Delhi during the period from 15.10.2014 to 16.10.2014.

Now, Shri Datta submmitted a statement of expenditure amounting to Rs.5,814/- (Rupees Five Thousand Eight Hundred Fourteen) only for the aforesaid purpose.

Accordingly, we may now accept the expenditure of Rs.5,814/(Rupees Five Thousand Eight Hundred Fourteen) only and ask him to refund Rs.2,186/- (Rupees Two Thousand One Hundred Eighty Six) only to square off his advance of Rs.8,000/- (Rupees Eight Thousand) only dated 13.10.2015.

If approved, pay order endorsed on the body of the summery bill may kindly be signed by F.O. & Ex-Officio Jt. Director (Fin.) please.

F.O. & Ex-Officia J.D., Fin

ccA

Received for 2186/- [Rupees 100]

Received for 2186/- [Rupees 100]

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Sub: 'National Workshop on EST&P component of DAY-NULM' at Delhi

As directed by Director, SUDA & Mission Director, WBSULM the undersigned and Joint Director (Social Development), SUDA will attend the workshop on 'EST&P component of DAY-NULM', to be held on and from 7th to 8th June, 2016 at CPWD Conference Hall, Nirman Bhawan, New Delhi.

To perform the aforesaid tour following arrangements may be made.

- i) To attend the workshop the tour should be started on 06/06/2016 afternoon.
- ii) For the said purpose we are to stay at Banga Bhavan, Delhi on 7th June, 2016. Necessary booking may kindly be made.
- iii) For expenditure towards travelling and accommodation a sum Rs.10,000/-(len thousand) may be approved as tour advance.

Submitted for approval of tour and tour advance.

Director, SUDA & Mission Director, WB\$ULM

Tork Smoler Poly Tarak Sundar Datta

Programme Coordinator, SUDA

Received Ro. 10,000 ften thomas aught 2016.



### Sub: Adjustment quorEASHEET



As per instruction of Director, SUDA and Mission Director, WBSULM the undersigned accompanied by Joint Director(S.D), SUDA attended a two day workshop on EST&P component of DAY-NULM programme on 7th & 8Th June, 2016. The tour was duly approved by the Principal Secretary, M.A.Deptt(flagged-X).

For the above purpose a sum of Rs. 10,000/- had taken by the undersigned as an advance from accounts deptt. of SUDA to meet travelling, accommodation and other expenses during tour. The total expenditure statement with particulars is placed below for your consideration and approval.

\$1. No.	Particulars	Expenditure (Rs.)
1.	Train Ticket from Howrah Stn. to New Delhi Stn. (for two person) with Premium Tatkal service charges  1) Train No. 12301 / Kolkata Rajdhani, PNR No. 6553032382	7666.00
2	Train Ticket from Delhi to Sealdah Stn. (for two person) with Premium Tatkal service charges  1) Train No. 12330 /W B Smprk Krnti, PNR No. 2219051018	6516.00
3.	Car hiring charges for 7 <sup>th</sup> & 8 <sup>th</sup> June, 2016	3060.00
4.	Room rent at Banga Bhavan	200.00
5.	Food charges	1923.00
6.	Taxi fare from Sealdah Stn. to Residence	155.00
	Total:	19520.00
	Less advance:	4 10000.00
	Amount to be received:	9520.00

Put up and submitted.

Joint Director(SD), SUDA

Touch Smoles D. D.

Tarak Sundar Datta

Programme Coordinator, SUDA

Adjustant an stated sore may kindly be accepted.

20/6/16. Wysky





### As per notes and orders at NSP-16 and prepage

As approved by Director, SUDA at prepage, Rs.9,520/- (Rupees Nine Thousand Five Hundred Twenty) only may be re-imbursed by cash to Shri Tarak Sundar Datta, Programme Co-Ordinator, SUDA after adjusting his advance of Rs.10,000/- (Rupees Ten Thousand) only dated 30.05.2016 from total approved expenditure of Rs.19,520/- (Rupees Nineteen Thousand Five Hundred Twenty) only in connection with his official tour to New Delhi during 06.06.2016 to 09.06.2016 alongwith Shri Mrinal Kanti Rano, Joint Director (SD), SUDA.

Pay order endorsed on the body of the bill is for signature of Director, SUDA please.

Additional Director & Financial Adviser

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21/06/16

24/8/16-



#### = 19= NOTE SHEET

P.U.D. bearing letter No Do No. 134(60)-CS/2016 dated 20.07.2016 from Sri. Basudeb Banerjee, Chief Secretary, Government of West Bengal, regarding number of meetings attended by officials and expenditure which were convened by Hon'ble Minister, other central Government Origination in Delhi and other cities pertaining to our department with dates from the period 01.04.2015 to 31.03.2016 and 1.04.2016 to 30.06.2016.

As directed A.O SUDA, the letter is put up in file for follow-up action in this regard.

A copy for information as mentioned above is enclosing for your kindly (Morel X) perusal.

Submitted.

AO/HC & FX

Lulupatrol The reford as desired by CS has desir

No. of meetings (ansened during the ferriod for 1.4.15 to 30.6.16 may bee stated in 181. 1 of the Report.

The figure of 2015-16 & 2016-17 automitted is confirmed.

22/07/16.

The Report prepared and placed for socialiste in-asticipation of approval

0.I. no - 1102

at 22-07-16.