

**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**

**FORM FOR DOMESTIC TRAVEL\***

- 1. Project No.: .....
- 2. Name of Principal Investigator: .....
- 3. Sponsor: .....
- 4. Project title: .....
- 5. Name and designation of travelling person(s)
  - (a) .....(b) .....
  - (c) .....(d) .....
- 6. (a) Place(s) to be visited along with dates : .....
- (b) Purpose of visit : .....
- (c) Mode of travel: .....

APPROVED travel under clause 5.1 of rules for sponsored research and industrial consultancy project.

**Signature of P.I. (with date)**

- \*1. If sponsor has specified any specific condition(s) for travel under the project that shall be followed.
- 2. To be attached by each travelling person with the respective TA bill form(s)
- 3. To be sent to Dean SRIC office only, in case advance is required.

7. Advance in the name of: .....Empl. No. ....  
of Rs. ....

**Signature of applicant for advance**

Recommended

**Signature of P.I. (with date)**

**SRIC Office, IIT Roorkee**

Approved /Not Approved

**Supdt. (SRIC – Admn./ A/c)**

**AR (SRIC-Admn.)**

**Assoc. Dean (SRIC) / Dean (SRIC)**

Copy to: 1. Principal Investigator

2. AR SRIC A/c

Certified that the visit has been undertaken with leave duly approved by the competent authority.

**Signature and name of travelling person (with date)**