

Trip Expense Report

Employee: Ravi Pandey

Trip Period: 20 Jul 2026 → 26 Jul 2026

Trip Description:

Plant Visit (New Era)

Status: SUBMITTED

HOTEL

Date	Description	Status	Amount (₹)
20 Jul 2026 → 26 Jul 2026	Hotel stay (6 nights)	SUBMITTED	₹ 7,560.00
Category Total			₹ 7,560.00

DA

Date	Description	Status	Amount (₹)
20 Jul 2026 → 26 Jul 2026 (7 days)	Daily Allowance	SUBMITTED	₹ 1,750.00
Category Total			₹ 1,750.00

MEAL

Date	Description	Status	Amount (₹)
20 Jul 2026	WITH_BILL	SUBMITTED	₹ 725.00
21 Jul 2026	WITH_BILL	SUBMITTED	₹ 588.00
22 Jul 2026	WITH_BILL	SUBMITTED	₹ 551.00
23 Jul 2026	WITH_BILL	SUBMITTED	₹ 541.00
24 Jul 2026	WITH_BILL	SUBMITTED	₹ 561.00
25 Jul 2026	WITH_BILL	SUBMITTED	₹ 584.00
26 Jul 2026	WITH_BILL	SUBMITTED	₹ 391.00
Category Total			₹ 3,941.00

Grand Total	₹ 13,251.00
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