

Trip Expense Report

Employee: Mr. SHAILENDRA SRIVASTAVA

Trip Period: 01 Jun 2026 → 06 Jun 2026

Trip Description:

NCR for fssai Work from 1 Jun 2026 to 6 Jun 2026 with self stay at Noida - 1Jun2026 Local Auto, and self stay

Status: SUBMITTED

LOCAL

Date	Description	Status	Amount (₹)
01 Jun 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 1,470.00
02 Jun 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 710.00
03 Jun 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 1,200.00
04 Jun 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 720.00
05 Jun 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 710.00
06 Jun 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 783.00
Category Total			₹ 5,593.00

TRAVEL

Date	Description	Status	Amount (₹)
01 Jun 2026	14 9	SUBMITTED	₹ 1,142.00
06 Jun 2026	14 9	SUBMITTED	₹ 1,911.00
Category Total			₹ 3,053.00

DA

Date	Description	Status	Amount (₹)
01 Jun 2026 → 06 Jun 2026 (6 days)	Daily Allowance	SUBMITTED	₹ 2,400.00
Category Total			₹ 2,400.00

HOTEL

Date	Description	Status	Amount (₹)
01 Jun 2026 → 06 Jun 2026	Hotel stay (5 nights)	SUBMITTED	₹ 8,750.00
Category Total			₹ 8,750.00

MEAL

Date	Description	Status	Amount (₹)
01 Jun 2026	WITH_BILL	SUBMITTED	₹ 1,100.00
02 Jun 2026	WITH_BILL	SUBMITTED	₹ 1,180.00
03 Jun 2026	WITH_BILL	SUBMITTED	₹ 1,090.00
04 Jun 2026	WITH_BILL	SUBMITTED	₹ 1,150.00
05 Jun 2026	WITH_BILL	SUBMITTED	₹ 1,075.00
06 Jun 2026	WITH_BILL	SUBMITTED	₹ 700.00
Category Total			₹ 6,295.00

Grand Total	₹ 26,091.00
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