

Government of India
Ministry of Communications
(Department of Telecommunication)
Telecommunication Engineering Centre
Khurshid Lal Bhawan, Janpath, New Delhi-01

CLAIM FOR REIMBURSEMENT OF TELEPHONE CALL CHARGES OF RESIDENTIAL
TELEPHONE/MOBILE/BROADBAND/MOBILE DATA/ DATA CARD

(Ministry of Finance, Deptt. of Expenditure OM No. 24(3)/E.Coord/2018 dated 26.03.2018)

[To be submitted quarterly to Cash Section, TEC]

1. Name of Applicant :
2. Designation :
3. Pay Level & Basic Pay :
4. Period of Claim :
5. Limit prescribed by MoF OM per Month :
6. Amount Claimed :
7. Leave availed/Training undergone, if any,
during the above period :
8. Details of Bills/Receipts Attached :

I certify that I have not availed Residential Telephone/Mobile Phone/Broadband/Data Card use(for internet purposes) provided by Department of Telecom during the period of this claim.

Date / /

Signature.....

Name.....