

Government of India
Department of Water Resources, RD & GR
Central Water commission
Accounts-I Section

Sewa Bhawan, R. K. Puram
New Delhi-110066

CIRCULAR

Air Bill Invoices as received from Air India Ltd. are sent to concerned officers of CWC for verification before making payment to Air India Ltd. It has been observed that a number of Invoices sent to officers of CWC for verification are not received back in the Accounts-I section resulting in non-payment of Air Bills on time. Air India Ltd. has already denied to provide credit facility of Air tickets booking to CWC officers.

The concerned officers are therefore, requested to verify all the pending Air Ticket invoices with them and send back to Accounts-I Section along with **certificate of claim** (enclosed herewith), copies of boarding passes and actual tour program within one week so as to facilitate payment to Air India Ltd.

21/9/2020
Section Officer
Accounts I Section

Copy to:

PS to Secretary, CWC

CERTIFICATE OF CLAIM

I Sh./Smt/Kr. _____ (Name of the Govt. Servant) wish to confirm that

I had/have **performed** **not performed** **Cancelled** **Journey in respect of**
enclosed Air India/Balmer & Lawrie voucher number _____
dated: _____.

Certifying that bill of the same amount has not been verified and claimed earlier by me

(Signature with stamp)