**Declaration for Domestic Travel by an Airline Other Than Air India**

(To accompany travel advance/settlement request, as applicable)

|  |  |  |  |
| --- | --- | --- | --- |
| Purpose | Airport at location | Tick applicable purpose | Supporting document  (Copy enclosed) |
| Conference/Symposium |  |  | Invitation or program |
| Workshop |  |  | Invitation or program |
| Institute Duty |  |  | Deputation or approval letter/email |
| Committee Work |  |  | Invitation or appointment letter/email |
| Sponsored Project Meeting |  |  | Letter/email from funding agency |
|  |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| Itinerary | | | | | |
| No. | Date | Origin Airport | Destination Airport | Type of airline (tick one for each airport pair) | |
| Air India | Private |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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I hereby declare that for all the segment(s) where a private airline will be/has been utilized, either

* the segment(s) is/are in the exempt list published by the Ministry of Civil Aviation, or
* on this/these segment(s), there are no direct or hopping (the same aircraft with stops in between) Air India flights, on the date of travel

I certify that the information given above is correct.

Name of faculty member: Signature:

Designation: Department:

**Note**

**• Only faculty members who are normally entitled to travel by air are eligible; students, postdocs, RAs, etc., are not entitled to this waiver.**

**•In case the declaration given above is found incorrect, the cost of the air ticket of the corresponding segment will be recovered from the Applicant’s own and/or the Applicant’s Department Overheads.**

Signature of the Chairperson Date