

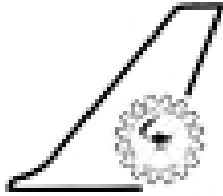
**FORM A**

**NAL GUEST HOUSE ACCOMMODATION REQUEST**

E-Mail: msingh@css.nal.res.in

Ph No. 25086112

DATE:



FROM ☆ \_\_\_\_\_

Emp No. \_\_\_\_\_

Division/Lab \_\_\_\_\_

Ph No/ \_\_\_\_\_

E-Mail \_\_\_\_\_

Purpose of Visit

ISO 9001:2000 certified

Sl.No	Please Furnish all the guest details	Desig.	Relationship	Age	Gender

**Guest Address:**..... **PhNo/E-Mail:**.....

Arrival Date	Time in	Departure Date	Time out
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For Forwarding Office Use

Signature ☆ \_\_\_\_\_

Forwarding person Signature \_\_\_\_\_

**HOD/COA**  
(with Lab seal) \_\_\_\_\_

For NAL Office Use

Group Leader, PRRM \_\_\_\_\_

Jt. Head, KTMD \_\_\_\_\_

Sr.COA \_\_\_\_\_ Adviser (M & A) \_\_\_\_\_

Scientist-in-charge, Guest House .....

- PS: 1) Guests are requested to produce ID cards & original request upon arrival at Guest House.  
 2) Incomplete requests will not be entertained.  
 3) **Form A** - for CSIR/other indian organisations

As per O.M. No. Sec. VI/GH/2002-03 Dated 11.12.02

SI. No	Category	AC	NON AC
1.	CSIR Employees & Their family members	Rs. 25/-	Rs. 20/-
2.	Non officials/Expert Members invited for CSIR Work	Rs. 50/-	Rs. 40/-
3.	NRI / Foreigners	Rs. 500/-	Rs. 200/-
4.	NRI / Foreigners Students	Rs. 100/-	Not providing
5.	Non CSIR	Rs. 250/-	Rs. 100/-
6.	The guest house stay <b><u>for beyond seven days</u></b> for non-official members and family members of CSIR employees will be Rs. 500/- Per day/per Bed		

**Rates Per day Per Bed**