Annex B

PAY RESEARCH BUREAU

SURVEY FORM

Official mileage covered by officers whose grades are listed at Annex II of the Chapter on Travelling and Car Benefits

SN	Grade	No. of officers performing field duties	Distance covered under official travelling for the months																
			Oct 2019			Nov 2019			Dec 2019			Jan 2020			Feb 2020			Mar 2020		
			L	A	H	L	A	H	L	A	H	L	A	H	L	A	H	L	A	H

L: Lowest official mileage
A: Average official mileage (Total official mileage/No. of officers)
H: Highest official mileage

Name of Supervising Officer: ..... **Date: ……**

Grade: ..... **Signature: …….**

***Note*: You can make copies of this form as may be required.**