

# THE TREASURY

## Form F4: Breakdown of Overseas Training/Workshop Costs

Reference No.: .....  
 Ministry/Department :.....  
 Training/Worshop Attended :.....  
 Country: .....  
 Dates of Travel :.....

SN	Name of Participant/Delegate	Designation	Subsistence Allowance							Air Ticket				*Other expenses		TOTAL COSTS (A+B+C) (MUR)	Remarks
			ABF 400 no.	Per Diem (USD)	Entertainment Allowance (USD)	Transit Allowance (USD)	Accountable Account for Petty Expenses(USD)	Total USD	Amount in MUR (A)	Travel Agent Name	Invoice number	Class- Economy (E) Business(B) First(F)	Amount MUR (B)	Amount in Foreign Currency(FC)	Amount in MUR (C)		
								0	0				0		0	0	
<b>TOTAL</b>																	

*Other Expenses:	Amount in Foreign Currency (FC)	Amount in MUR
1. Registration fees for training workshops		
2. Others, specify if any		

Designation: .....  
 Signature: .....  
 Date: .....

Verified by: .....  
 Designation: .....  
 Signature: .....  
 Date: .....

Seal of Ministry/Department