



RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA

A-4, GAUTAM NAGAR OFFICE COMPLEX BHOPAL-462023

Phone No. 2583627, 2583656, 2583673

email : takmandl@sancharnet.in

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REMUNERATION BILL FORM

(This should be submitted in duplicate)

Name of Incumbent CLAIMANT'S ACCOUNT No.

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Designation Office

Postal Address

Received remuneration charges for the Diploma / Certificate Course / Foundation course examination conducted by Rajiv Gandhi Pradyogiki Vishwavidyalaya, Bhopal in the month of20 , as detailed below :-

Item No.	Remuneration	Particulars	No. of Examinees/ Paper/Days	Rate of Remu. (Rs.)	Amount (Rs.)	Encls. No.
1.	Practical Examination					
1.1	Internal Examiner at Centre
1.2	External Examiner at Centre
2	Tabulation Manually/Computerised					
2.1	Sessional, Prog. & Practical
2.2	Checking of Sess., Prog. & Pract.
2.3	Tabulation of Valued A.B. per student
2.4	Checking of Valued A.B. per 100 student
3.	Examination work.					
3.1	Sr. Supdt.
3.2	Supdt.
3.3	Dy Supdt.
3.4	Invigilator
3.5	Class III
3.6	Class IV
4.	Valuation Centre					
4.1	Valuation of Answer Books.
4.2	Checking of Answer Books.
4.3	Sr. Supdt.
4.4	Supdt.
4.5	Dy. Supdt
4.6	Class III
4.7	Class IV
5.	Postal Charge
6.	Any other work

Verified and found correct. Item No. Incharge/Superintendent	Total			
	Staff welfare fund			
	Deduct 5% of gross amount			
Net amount payable (in words) Rupees	Less income tax on gross amount			
	Net amount payable			

Note : 1. If Income tax is not deducted in this bill, a certificate to the effect that the claimant is not liable to pay income tax should be recorded on page No. 2 at Sr. No. 1(d).

2. Please use separate sheets for providing details if space is insufficient.

- (a) Certified that the claim has been preferred for the first time in accordance with the schedule of remuneration approved by R.G.P.V., Bhopal.
- (b) Certified that only one type of work was executed at a given time slot by me, and thereby I have claimed remuneration (as per R.G.P.V. norms) only for one type of activity during that time slot, of a working day.
- (c) Certified that the part payment (75% of the total) for valuation, checking work of Rs. has been made to Shri for examination work at the centre The balance amount of (i.e. 25%) Rs. to be paid after verification from R.G.P.V., Bhopal.
- (d) Certified that

Received payment
Signature (Revenue Stamp)

Signature of claimant with date

Note : If the amount of claim is more than Rs. 500/- revenue stamp should be affixed.

For use of Institution

- (a) Certified that the remuneration to claimant is being made (as per R.G.P.V. norms) only once for a given slot of the day.
- (b) Certified that the above examination work has been done at this institution, and the bill has been checked and found correct for dates and number of students as well.
- (c) Certified that the part payment (75% of the total) for valuation, checking work of Rs. has been made to Shri for examination work at the centre The balance amount of (i.e. 25%) Rs. to be paid after verification from R.G.P.V., Bhopal after deduction of Income Tax of Rs.
- (d) Certified that

Supdt./Principal with Seal

For use of Rajiv Gandhi Proudyogiki Vishwavidyalaya

3. Certified that claimant has done the work assigned by the R.G.P.V. for which the bill has been preferred.

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Supdt. (Conf. Section/Exam.)

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Controller Exam.

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Secretary

Passed for payment of Rs. (Rupees and paise..... only)

Supdt. Remuneration Section

Officer Incharge (Remu.)

Paid in Cash/Cheque No. dated SBI, Bhopal for Rs. only.

Cashier

Accountant

D.D.O.