

Centre For Distance And Online Education, UNIVERSITY OF KASHMIR**BILL REMUNERATION ON ACCOUNT OF**

- ❖ Writing of Scripts
- ❖ Reviewing/Revision/Editing of Scripts
- ❖ Delivering of Lectures
- ❖ Programme Co-ordinator
- ❖ Supervision for Practice of Teaching
- ❖ Composing/Typing Charges

- ❖ Clerical Assistance
- ❖ Orderly/Sweeper
- ❖ Igniting of Stove
- ❖ Extension Lecture
- ❖ _____

i. Name

ii. Designation

iii. Cell No.

iv. PAN

v. 16DigitBankA/CNo.

vi. Bank & Branch alongwith IFSC Code

vii. E.mail Address

viii. Assignments allotted

ix. Assignments Completed:

x. Programme Name:

xi. Batch:

xii. Semester:

Xiii Name of Centre/School(Venue)

xiv. Dates:

xv. Rate of Remuneration per assignment Rs.

xvi. Total Amount claimed Rs.

xvii. No. and Date of assignment letter:

xviii. Certified that the work has been done outside the office hours

Dated _____

Counter Signed by

Signature _____

Bill receipt stamp worth Rs.
2/-should be affixed here if
the payment exceeds Rs.
20/-

Officer Incharge
(with stamp/name)

Name _____

Address _____

FOR USE IN THE OFFICE OF THE CENTRE FOR DISTANCE AND ONLINE EDUCATION

The bill has been entered on page _____ at S. No. _____ duly verified.

The claimant is entitled for Rs. _____ On account of _____

The teacher is eligible for the assignment of _____

_____ and his / her payment of Rs.

_____ is recommended.

Dealing Assistant

Forwarded in original to Accounts Section, duly verified above for payment.

Sr.Asstt/HeadAsstt.

S.O.

Asstt.Registrar(Academics)

Director

FOR USE IN THE ACCOUNTS SECTION OF CENTRE FOR DISTANCE AND ONLINE EDUCATION

Passed for Rs. _____ Rupees _____ by debit to _____

Accountant

S.O.

Asstt.Registrar(Accounts)**Director**

Paid by cheque No. _____ dated _____ Rs. _____

Cashier

IN CASE OF ANY ERROR FOUND ABOVE IN THE DETAILS GIVEN BY THE CONCERNED ARE RESPONSIBLE FOR HIMSELF/HERSELF FOR THE PAYMENT.

Signature of Resource Person