

CENTRE EXPENSES BILL

Voucher No. _____

Date _____

- 1) Name of the College—
- 2) Name of Examination—
- 3) Year and Month—
- 4) No. of Students appeared—
- 5) Name of the Centre Superintendent—

ABSTRACT OF THE BILL

AMOUNT

1) Rem. to Centre Fupdt.	Rs.
2) Rem. to Deputy Centre Supdt.	Rs.
3) Remuneration to Invigilator	Rs.
4) Remuneration to Clerks and Menials	Rs.
5) Remuneration to Lab. Asst. and Bearer	Rs.
6) Miscellaneous Contingencies	Rs.
7) Lab. Contingencies	Rs.
8) Postal expenses	Rs.

Gross Total Rs. _____

(Rupees _____ only)

Countersigned

Principal

Centre Superintendent

Claims as per this Bill are in order and may be passed for payment.

Controller of Exam./s.

Passed for Rs. _____ only
and pay Rs. _____ only.

Finance Officer

BILL FOR THE CENTRE SUPERINTENDENT

Name of the Centre Superintendent _____

Theory @ 6/- per sitting

Date of Examination	Subject	No. of sitting 1st sitting Time _____	2nd sitting Time _____	Amount
1	2	3	4	5

_____ Total for theory Rs.

Practical @ 2/- per sitting

Date of Examination	Subject	sitting 1st sitting Time _____	2nd sitting Time _____	Amount
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Received payment

Centre Supdt.

_____ Total for Practical Rs.

Grand Total Rs.

Centre Superintendent

BILL FOR INVIGILATORS

Sl. No.	Date of Exam.	Sitting	No. of Candidates	No. of Invigilators	No. of Relieving Invigilators	No. of gate cum mobile Invigilators	Total No. of Invigilators	Amount paid to Invigilators	Voucher No. & date of each sitting
1	2	3	4	5	6	7	8	9	10

N. B. :- Acknowledgement receipt towards payment of remuneration to Invigilators in each sitting should be enclosed with this bill.

Signature of the Centre Supdt.

Voucher No. _____

Date _____

Payment of Remuneration to Invigilators in each Sitting

Date _____ Sitting _____

Sl. No.	Name of the Invigilator	Amount Paid	Signature of the Invigilator
1	2	3	4

Total Rs. _____

Signature of the Centre Supdt.

BILL FOR CLERKS AND MENIALS

Date of Examination	Subject	Sitting	No. of candidate	Amount
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Total Rs.

Centre Superintendent

- N. B. :-
- 1) Remuneration to clerks and menials @ 4/- and 3/- respectively per sitting for every 100 candidates of part thereof.
 - 2) Stamped receipts towards payment exceeding Rs. 20-00 are to be attached with this bill.
 - 3) Acknowledgement receipts of clerks and menials should be enclosed.

ACKNOWLEDGEMENT RECEIPTS OF CLERKS AND MENIALS

Sl. No.	Name of the clerks/ menials	Amount paid	Signature of the clerks/menials
1	2	3	4

Total

Signature of the Centre Supdt.

BILL FOR LABORATORY ASSTS. AND LABORATORY ATTENDANTS**Lab. Asst. (Only for Practical Subjects)**

Sl. No.	Subject	No. of the candidates	Rate	Amount	Voucher No. and date
1	2	3	4	5	6

- 1) Physics
- 2) Chemistry
- 3) Botany
- 4) Zoology
- 5)
- 6)

Laboratory Attendant

- 1) Physics
- 2) Chemistry
- 3) Botany
- 4) Zoology
- 5)
- 6)

Total Rs.

Signature of the Centre Superintendent

- N.B. :-** (1) Rem. to Lab. Asst. will be paid @ 0-50 Paise per candidate for Intermediate Exam. and @ 0-60 Paise per candidate for Final Year Degree Exam.
- (2) Lab. Attendant will be paid @ 0-20 Paise per candidate.
- (3) Acknowledgement receipts of Lab. Asst. and Lab. Attendants should be enclosed.

Acknowledgement receipts of the Lab. Asst., Lab. Attendants

Sl. No.	Subject (Name of the Lab. Asst./ Lab Attendant)	Amount Paid	Signature of the Lab. Asst./ Lab. Attendant
1	2	3	4

Lab. Asst.

1

2

3

4

5

6

Lab. Attendant

1

2

3

4

5

6

7

Total

Signature of the Centre Supdt.

Bill for Contingent expenditure for Practical Examination

Subject	No. of Candidates	Rate	Amount	Voucher No. and date
Physics				
Chemistry				
Botany				
Zoology				
Psychology				
Home Science				
Anthropology				
Education				

Total Rs.

Centre Superintendent.

N B. :- 1) Every expenditure must be supported with certificate duly certified by the Centre Superintendent

2) The rates for practical Examination are as follows per candidate for under graduate examination (General).

i) Physics	—	28 paise per candidate
ii) Chemistry	—	55 -do-
iii) Botany	—	50 -do-
iv) Zoology	—	Re. 1-00 -do-
v) Home Science	—	28 -do-
vi) Education	—	28 -do-
vii) Anthropology	—	28 -do-
viii) Psychology	—	30 -do-
ix) Zoology (H)	—	Rs. 2-00 -do-

Certificate towards Misc. Contingent Expenditure

Certified that a sum of Rs. _____

(_____)

has been spent towards misc. contingent expenses @ Re. 1-00 per candidate for _____

_____ Candidates for the Annual / Second _____ Exam.

200 in _____ College Centre.

Countersigned

Signature of the Centre Superintendent

Signature of the Principal

Voucher No. _____

Date _____

Certificate towards Lab. Contingent Expenditure

In Subject _____

Certified that a sum of Rs. _____

(_____)

has been spent towards Lab. Contingent expenditure @ _____ per candidate for _____

Candidates for the Annual / Second _____ Exam., 200 _____ in _____

College Centre.

Signature of
the C. S.

Signature of
the H. O. D.

Signature of the
Internal Examiner

Countersigned

Principal

BILL FOR POSTAL EXPENDITURE

Sl. No.	Postal receipt No. & date	Amount	Purpose
1		2	3

Total Rs.

Centre Superintendent

N. B. :- Postal receipts are to be attached with this bill.