

FORWARDING MEMO FOR PRACTICAL AWARD LIST

The Memo must be filled in by the Examiners in Practical and forwarded alongwith their award List, otherwise no payment can be made

Centre of Examination.....
(In case the examiner is to conduct exam. at more than one centre, he may prepare and send to this office separate forwarding Memos for each centre)

Subject..... Practical
examiner's serial number given with the centre of exam. in the programme chart for practical exam.....
.....
on.....

Date on which result submitted to the Asstt./Dy Registrar (Conduct)

Total No. of candidates examined.....

Roll Nos. of candidates actually examined by the examiner :

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.....
.....
.....
.....

Roll Nos. of ABSENTEES :

.....
.....
.....

Candidates who were absent have been shown as such against their Roll Nos. in the attached award list.

.....
(Full Signature of Examiners, as the case may be)
Name and Full address.....
(in capital letters)

.....
.....

Dated.....

Examiner's serial No. as shown in the Programme Chart for Practical Exam.....

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

.....Examination, 20

PRACTICAL ATTENDANCE CHART

This Chart is being supplied to superintendents for preparing a list of each group for practical in various Science subjects.

Centre for Written Examination.....

Centre for Practical Examination.....

Subject.....Date.....

Group.....Time.....

Sl. No.	Roll No.	Signature of candidate before the Superintendent	Singature of the candidate before Practical Examiner

Total No. of candidates examined by the Examiner.....

Total No. of candidate absent in the Practical Examination

2. Singature of Practical Examiner(s).....
Address.....

1. Signature of Practical Examiner
Address.....

Maharshi Dayanand University, Rohtak

TRAVELLING ALLOWANCE BILL

Name Purpose of Journey

Designation
 Basic pay/ Declared Income for Non-Employees Date of Meeting/Inspection Exams. etc., if any.....

For T.A. Purposes Bill Registrar Page Voucher No.

Departure			Arrival			Mode of Journey	Distance For Road Mileage		Amount	
Station	Date	Time	Station	Date	Time		K.M.	Rate	Rs.	Paise

<p>1. Mode of Journey</p> <p>(a) By Rail : Class Ticket No.</p> <p>(b) By Bus : (Ord./ Delux/ A.C.)</p> <p>(c) Own Car No./Staff Car No./ Taxi No.</p> <p>(d) By Air : Ticket No. (Air Ticket attached)</p>	<p>2. Journey/ Halting days @</p> <p>3. Local Conveyance, if any @</p> <p>(Details on Separate Sheet)</p> <p style="text-align: right;">Total</p>
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<p>Declaration : Certified that -</p> <p>(i) Particulars provided herewith are correct & that I have not claimed T.A./ D.A. etc. for this Journey from any other public source</p> <p>(ii) I have used full Taxi for the Journey/ paid full propulsion charges for the car which is a private property.</p> <p>(iii) I was not provided free lodging and/ or Boarding at the cost of Govt. University or any autonomous body.</p> <p>Signature*</p> <p>Address</p>	<p style="text-align: center;">For Use in Accounts Branch</p> <p>Head of Account</p> <p>Pay Rs. (in figures).....(in words).....</p> <hr/> <p style="text-align: center;">Clerk Asstt. Supdt.</p> <hr/> <p>Cheque No.</p> <p>Date A.R.A./A.O.</p> <p style="text-align: center;">For Audit use</p> <p>Scanned by: (i) Sanction (ii) Bill Registrar (iii) Grant Register (iv) Attendance Register</p>
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