## FORWARDING MEMO FOR PRACTICAL AWARD LIST

| The Memo must be filled in by the Examine             | ers in Practical and forwarded alongwith their                           |
|---|--|
| Award List, otherwise  Centre of Examination          | no payment can be made  Subject  |
| Roll Nos. of candidates actually examined by the      |  |
|   |  |
| Roll Nos. of ABSENTEES:                               |  |
| Candidates who were absent have be tached award list. | en shown as such against their Roll Nos. in the at-                      |
|   | (Full Signature of Examiners, as the case may be)  Name and Full address |
|   |  |
| Dated   | Examiner's serial No. as shown in the Programme Chart for Practical Exam |

#### Counterfoil for

# D-732-1000-MDU Press, Rohtak CHAUDHARY BANSI LAL UNIVERSITY BHIWANI

| preserved for at | d which should be<br>least 6 months | To be treated as strictly Confidential  Examination, Dec./Ap.20 |                       |  |  |  |  |  |
|------------------|-------------------------------------|---|-----------------------|--|--|--|--|--|
| Examination 20   |                                     | SubjectPaper/code   |                       |  |  |  |  |  |
|                  |                                     | 1.6:  | Aarks                 |  |  |  |  |  |
| Roll No.         | Marks                               | Roll No.  | Marks in Figures      | Marks in Words                         |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
| _                |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
| Total            |                                     | Total   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
|                  |                                     |   | 4                     |  |  |  |  |  |
|                  |                                     |   |                       |  |  |  |  |  |
| Total            |                                     | Total   |                       |  |  |  |  |  |
| Pass             |                                     | Pass  |                       |  |  |  |  |  |
|                  |                                     | Fail  |                       |  |  |  |  |  |
|                  |                                     | Signature o   | f Examiner (1)        |  |  |  |  |  |
|                  |                                     | (Name in ca   | apital block letters) | ······································ |  |  |  |  |
|                  |                                     | College/De  | ptt                   |  |  |  |  |  |
|                  |                                     | Signature of  | f Examiner (2)        |  |  |  |  |  |
|                  |                                     | (Name in c  | apital block letters) |  |  |  |  |  |
|                  |                                     | College/De  | entt                  |  |  |  |  |  |

### CHAUDHARY BANSI LAL UNIVERSITY BHIWANI

(PRACTICAL EXAMINER'S REPORT)

\*Report by the examiner on the general character of the answer-books of the candidates evaluated by him

I, hereby, inform that I have finished the marking of the answer-books allotted to me and I certify that the answer-books were examined by me and kept under lock and key while in my possession.

| answer-books were e                             | xamined by me and kept                | under lock and key while in<br>the reports of his Sub-Exan                                    | my possession.              | longwith his owr      |
|---|---------------------------------------|---|-----------------------------|-----------------------|
|   |                                       | after submitting the final in   |                             |                       |
|   |                                       | subject   |                             |                       |
|   |                                       |   |                             |                       |
| Number of candidates                            | examined                              |   |                             |                       |
|   |                                       | Number of Failures  |                             |                       |
|   |                                       |   |                             |                       |
|   |                                       |   |                             |                       |
| Sr. No of experiment                            | Condition of the                      | Whether the experiment  | Reason given by             | External              |
| as per syllabus (Not                            | apparatus/available                   | was performed by the  | the College autho-          | Examiner's<br>Remarks |
| in working order/or                             | and in use                            | majority of students  | rities                      | Remarks               |
| not available                                   | 2                                     | 3   | 4                           | 5                     |
| 1   | 2                                     | 3   | Т                           |                       |
|   |                                       |   |                             |                       |
|   |                                       |   |                             |                       |
| •••••   |                                       |   |                             |                       |
| Name, Official designa<br>address of the examir |                                       |   |                             |                       |
|   |                                       | Signature of  | the Examiner (s)            |                       |
| N.B.  |                                       | 2)  |                             |                       |
| *(i)  | Examiners are requestheir own record. | ested to keep a copy of this  | report with them on an ord  | linary paper for      |
| (ii)  | is on the whole sati                  | ested to express their opinion<br>sfactory or the reverse, to pain the syllabus, the examinat | point out the main defects  | and to suggest        |
| (iii)   | In case where there                   | are Internal and External Ex  | xaminers, this report shoul | d be signed           |

Form No. C.P.B.

### CHAUDHARY BANSI LAL UNIVERSITY BHIWANI

| Bill of contingency for the various Practical Examinations  Date of Examination  | Entered in t   | he Register on page  Rill of contingency for | r the various Practical 1 | - 2           |           | No           |
|--|----------------|--|---------------------------|---------------|-----------|--------------|
| * Name of Examination  Subject   | Date of Exam   |  |                           |               |           |              |
| Subject  |                |  |                           |               |           |              |
| Name of Laboratory Assistant with Designation  |                |  |                           |               |           |              |
| Name of Laboratory Assistant with Designation  |                |  |                           |               |           |              |
| Certified that the purchase of above articles was essential for the conduct of the examination and that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was   |                |  |                           |               |           |              |
| Certified that the purchase of above articles was essential for the conduct of the examination and that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was   |                |  |                           |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  | Serial Ive.    | Traine of Thirdes, Tvo. of Canada            | y quantity it is          |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  |                |  |                           |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  | 47             |  |                           |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  | the reserve    |  |                           |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  | 700 12 64      |  |                           | III DEN 1 SIT | 24        |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  |                |  |                           |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  |                |  |                           | 2             |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  |                |  |                           |               |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  |                |  |                           | are delete    |           |              |
| that all the material taken has either been consumed or broken during the examination.  That the number of candidates examined by me/us was  |                |  | A SERVICE OF THE PARTY OF | 1 16 6        | 1087      |              |
| Examiner  Certified that the above articles were required for the conduct of the Practical Examination for the number of students examined by the examiners. The bill may therefore, be paid to the college/Deptt. named above and no other bill from the college/Deptt. has been signed by me in connection with the above examination.  Dated  Head Examiner  (For University Office only)  Budget Provision exists  PAY ORDER  Pay Rs  Rupees |                | he Principal/HOD of the above named          | institution/Deptt.        |               |           |              |
| of students examined by the examiners. The bill may therefore, be paid to the college/Deptt. named above and no other bill from the college/Deptt. has been signed by me in connection with the above examination.  Dated  |                |  |                           | So SA E       |           |              |
| other bill from the college/Deptt. has been signed by me in connection with the above examination.  Dated  |                |  |                           |               |           |              |
| Dated  Head Examiner  (For University Office only)  Budget Provision exists  |                |  |                           |               |           |              |
| Head Examiner  (For University Office only)  Budget Provision exists PAY ORDER  Pay Rs  Rupees   | other oill iro | om the conege/Deptt. has been signed         | by the in connection with | the above exa | iiiiiatio |              |
| Budget Provision exists PAY ORDER Pay Rs   | Dated          |  |                           |               |           |              |
| PAY ORDER Pay Rs   |                | (For U                                       | University Office only)   |               | П         | eaa Examiner |
| PAY ORDER Pay Rs   | Budget Prov    | vision exists                                |                           |               |           |              |
| Rupees   |                |  |                           |               |           |              |
| Rupees   | Pay Rs         |  |                           |               |           |              |
|  |                |  |                           |               |           |              |
| Dudget Head  |                | d  |                           |               |           |              |
| Examined   | Examined .     |  |                           |               |           |              |
| Assistant (Accounts)   | Assistant (A   | accounts)                                    |                           |               |           |              |
| Finance Officer Cheque NoDated   |                | Finance Officer                              | Cheque No                 |               | Dated     |              |

<sup>\*</sup>Name of the Examination may be given according to the date-sheet.

Note: 1. For rates of Payment please see overleaf.

<sup>2.</sup> The rates as approved by the University & amended/revised from time to time shall be applicable.

### Scale of contingent expences permissible in Practical Examinations

| 1. | Chemistry  (i) Pre-University, Pre-Medical/  Pre-Engineering and B.A./B.Sc. Part-I              | Rs. 2.50 per candidate                                  |
|----|---|---|
| 2  | (ii) B.A./B.Sc. Parts II and III Botany Practical Examination                                   | Rs. 7.50 per candidate                                  |
| ۷. | (i) Pre-University, Pre-Medical Re. 1/- per candidate and B.A./B.Sc. Part-I                     | To be shared equally between the Head of                |
|    | (ii) B.A. & B.Sc. Part-II and III Rs. 2/- per candidate   | the Institution and the Practical Examiner's concerned. |
| 3. | Physics Practical Examination (i) Pre-University, Pre-Medical/                                  |   |
|    | Pre-Engg. and B.A./B.Sc. Part-I  (ii) B.A./B.Sc. Parts II and III                               | Re. 0.60 per candidate<br>Rs. 1.25 per candidate        |
| 4. | Zoology Practical Examination   |   |
|    | A. 1. Pre-University (Medical) 2. Pre-Medical   | Rs. 3.00 per candidate                                  |
|    | 3. B.A./B.Sc. Part-I 4. B.A./B.Sc. Parts II and III   | Rs. 4.00 per candidate                                  |
|    | B. Where Rabbits are used for Practicals the actual cost shall be production of valid receipts. | met by the University on                                |
| 5. | Geography Practical Examination   |   |
|    | 1. Pre-University and B.A./B.Sc. Part-I   | Re. 0.75 per candidate                                  |
|    | 2. B.A./B.Sc. Part-II and III (Pass and Honours)  | Re. 1.00 per candidate                                  |
| 6. | Home Science Practical Examination  | Rs. 4.00 per candidate                                  |
|    | 1. Pre-University, B.A./B.Sc. Part-I  | (combined for papers A & B)                             |
|    | 2. B.A./B.Sc. Parts II and III  | Rs. 5 per candidate                                     |
|    |   | (combined for papers                                    |
|    | ,   | A & B)  |

## CHAUDHARY BANSI LAL UNIVERSITY BHIWANI

### Payment Bill Form

(To be used only by Examiners in subjects where there is no Head-Examiner)
In order to avoid delay in payment, all the column in this bill should be filled in properly.

|               | nination                      |                        |                             |               |            |                  |
|---------------|-------------------------------|------------------------|-----------------------------|---------------|------------|------------------|
| Name of exter | nal examiner                  |                        | •••••                       |               |            |                  |
| Address       |                               | n /0 1                 | Voor of or                  | vamination    |            |                  |
| Subject       |                               | Paper/Code             | andusted                    | Kaililliation |            |                  |
| Name of La    | boratory where Practical      | Examination was c      | onducted                    |               |            |                  |
| Date and time | at which the practical Exan   | nination held          |                             |               |            | •••••            |
| Date on whic  | h the award lists despatched  |                        |                             |               |            |                  |
| Person to who | om despatched                 |                        |                             |               |            |                  |
| Was any exte  | ension granted by the Cont    | troller of examination | ons? If so, quote the lette | er            |            |                  |
| No            | Da                            | ated                   |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
| Name of       | Number of papers              | Number of              | No. of candidates           | Amour         | nt         | Remarks          |
| examination   |                               | answer-books           | tested through a            | 8             |            |                  |
|               |                               | examined               | practical or viva-          |               |            |                  |
|               |                               |                        | voce examination            | Rs            | P.         |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               | *                             |                        |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        |                             |               |            | = = = = = =      |
|               |                               | *                      |                             |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        | Signature                   |               |            |                  |
|               |                               |                        | Name (In Capitals).         |               |            |                  |
|               |                               |                        |                             |               |            |                  |
|               |                               |                        | Identity No. (If any        | )             |            |                  |
|               |                               |                        | office Use                  |               |            |                  |
| Amount to b   | e deducted if any             |                        | Rs                          |               |            |                  |
| for           |                               |                        |                             |               |            |                  |
| checked and   | l                             |                        | in the Register             |               | Page       | e                |
| Dealing off   | cial                          | A                      | sstt. (Accounts)            |               |            |                  |
| Cheque No     |                               | Date                   |                             | Supdt. (A     | .ccount)   |                  |
| Note 1 R      | emimeration bills not pres    | sented within a year   | r of the date of examin     | nation, shall | lapse a    | nd shall not be  |
| er            | tertained unless the said     | time is extended by    | y the Vice-Chancellor fo    | or good caus  | e showr    | by the person    |
| cc            | incerned.                     |                        |                             |               |            |                  |
| 2. 29         | 6 deduction will be made f    | rom your remunerat     | tion towards the Teacher'   | s Welfare fu  | nd.        | C:               |
| 3. B          | ill for contingent expense of | of the laboratories a  | nd laboratories assistant   | be sent direc | t to the l | the Dry A actt   |
| C             | haudhary Bansi Lal Unive      | ersity Bhiwani for p   | payment, and signature c    | narts duly a  | nestea t   | o the Dy./Assit. |

Registrar (Result), Ch. Bansi Lal University Bhiwani.

## Chaudhary Bansi Lal University, Bhiwani

## Signature Chart for the Practical Examinations

| 1. | Name of Examination           |  |
|----|-------------------------------|--|
| 2. | Subject/Paper                 |  |
| 3. | Date of Practical Examination |  |
| 4. | Centre for the Practical Exam |  |

| Roll No. | Answer Book<br>Sr. No.* | Signature of Examinee | Roll No. | Answer Book<br>Sr. No. * | Signature of Examinee |
|----------|-------------------------|-----------------------|----------|--------------------------|-----------------------|
|          |                         |                       |          |                          |                       |
|          |                         | <b>*</b>              |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       |          |                          |                       |
|          |                         |                       | P 2      |                          |                       |
|          |                         |                       |          |                          |                       |
| Ď.       |                         |                       |          |                          |                       |
|          |                         |                       | 1.0      |                          |                       |
|          |                         |                       |          |                          |                       |

| Total No. of Candidate | Prese | nt | Absent |
|------------------------|-------|----|--------|
|                        |       |    |        |

Signature of Invigilator

Signature of Examiner

Note: i)

) Use the separate sheet for each paper.

ii) In case of absentee, write in bold letters "Absent".

\* Applicable only if any answer-books Secrecy/Continuation Sheet etc. is issued.

| Bill | Registrar | Page | <br>Voucher | No. |  |
|------|-----------|------|-------------|-----|--|

## CHAUDHARY BANSI LAL UNIVERSITY BHIWANI

Established by Govt. of Haryana under ordinance No. 5 of 2014

### TRAVELLING ALLOWANCE BILL

| Designation                    | [91010<br>                                       | auftit. Hu      | ad to super ba                 | Purpose of Journe                 |                  | 7.11.7 to 920                          | End sur                                 | 303 (11)    |
|--------------------------------|--|-----------------|--------------------------------|-----------------------------------|------------------|--|---|-------------|
| Grade pay/ De<br>For T.A. Purp | eclared income for                               | Non-Em          | ployees                        | Date of Meeting/In                | spection Ex      | kams. etc., if a                       | ny                                      |             |
| Depart                         | ture 🐷   | Arrival Arrival |                                | Mode of Journey                   |                  | Distance For Road Mileage              |   | int         |
| Station                        | Date   Time                                      | Station         | Date Tim                       | ne                                | K.M.             | Rate                                   | Rs.                                     |             |
| Dhex.lat. Fil 7a               | 25   | 2001            | 400                            | al layer in cell s                | da 17 gittivis   | ale me olamil                          | V -91                                   | TO.         |
| 250/                           |  |                 |                                |                                   |                  | 7717 777 - 11717 777                   | T I I I I I I I I I I I I I I I I I I I |             |
|                                |  |                 |                                |                                   |                  |  | -t                                      |             |
|                                |  |                 | 12022                          | more movied                       |                  |  |   |             |
| - Beauty 1                     |  |                 | 888                            | 40 leghes 101                     | nibril I         | 100 M 2869 4                           | 101                                     | (drade)     |
|                                |  |                 |                                |                                   |                  |  |   |             |
|                                |  | 11.11.6.        |                                |                                   |                  | מיסומעבובווים בבייני                   |   | - Cando     |
| 0710                           |  |                 | Tayon Vid.                     |                                   | and and          | (v/) -tarl ) v/non-                    |   | - Spania    |
|                                |  |                 |                                |                                   |                  |  |   |             |
|                                |  |                 |                                | VI 2000000                        |                  | 101/93/8                               |   |             |
|                                |  |                 |                                | -1800                             | 3711 10 11       |  |   |             |
|                                |  |                 |                                |                                   |                  |  |   |             |
|                                |  |                 | 10110 001                      |                                   | E 1 011E7158     | or the error finally                   | 981-11                                  | 13007       |
|                                |  |                 | +                              |                                   |                  |  |   |             |
| <u> </u>                       |  |                 | ins are will                   | lis vienibio berings              | a mayonodike     | isolowi na obabec                      | odi.                                    |             |
|                                | D 10 - 10 1 1 1 1 1 1 1 1 1 1 1 1 1 1            |                 | E 11 11 212 17 3               | ottopitair 3-3-xi v - Villa V     | 1777             | - 7.224F 317F <b>31</b> J 7751         |   |             |
|                                |  | 1711-0-71       | bass 111 - 1213 13             |                                   |                  |  | in a land                               | die         |
|                                |  | Townson, T      |                                | ve commo                          | at at the second | orea escribed les                      | E I I                                   | Crade       |
| 1. Mode of                     | PARSHHALL DO                                     | DE (DARG)       | 7/6                            | 2. Journey/ Hal                   |                  |  | 7                                       |             |
|                                | ail : Class<br>Bus :(Ord./ Delux/                |                 |                                | 3. Local Convey                   | ance, if a       | IV                                     | <i>a</i>                                |             |
| (c) Own                        | Car No./Staff Car                                | No./ Tax        |                                | (Details on Sepa                  | arate Sheet      | n silt is vito dir                     | Brw/                                    |             |
| and To                         | oll tax receipt Attac                            | ched.           |                                |                                   |                  |  | ob-                                     |             |
| (d) By A                       | Air: Ticket No                                   |                 | divivi bo                      |                                   |                  | Total                                  | ioM. I                                  |             |
|                                | (Air Ticket a                                    |                 |                                |                                   |                  |  | sor l                                   |             |
| Declaration                    | : Certified that -                               |                 |                                | For Use in                        | Accounts         | Branch (1979)                          | ing per                                 | T-sheet)    |
|                                | lars provided herev                              |                 |                                |                                   |                  |  | i of                                    |             |
| have no                        | ot claimed T.A./ D<br>y other public sour        | A. etc. fo      |                                | Pay Rs. (in figures               | s)               |  |   |             |
|                                | sed full Taxi for the J<br>arges for the car whi |                 |                                |                                   |                  | Asstt.                                 | Suj                                     | pdt.        |
|                                | ot provided free lod<br>of Govt. University      | or any auto     | onomous body.                  | Date                              |                  | 1.20 planed from                       |   | R.A.7A.O    |
|                                | Signature*                                       |                 |                                | For Audit use and the secondaries |                  |  | employi                                 |             |
|                                | Address  |                 |                                | Seen:(i) Sanction (ii) Bi         | ll Registrar (i  | ii) Grant Register(                    | iv) Attenda                             | nce Registe |
|                                | Received Payme                                   |                 | ix Re. 1 Revenue               | ye Council, Academi               | PAY              | ORDER                                  | rbers of ti                             | I Men       |
|                                |  | OVIO            | mp if amount<br>eed Rs, 5000/- | estations concerned               |                  | OIT BRANCH                             | ds of Stat                              | vari        |
|                                | o charge L.A. by n                               |                 |                                | D                                 | ARCHA DAL COLATA | ed for Rs                              |   |             |
|                                | d  |                 |                                | The other cells                   |                  | homoani aonita<br>anaadaan kata        |   |             |
|                                | be entertained unless taxifer than               |                 |                                | Auditor                           | lee-Chancel      | ended by the Vitte fall the Toll Tax w | R.A.E.                                  | R.S.A.      |
| Controlling Of                 |  |                 |                                |                                   |                  |  | 1.2.2.011                               |             |
|                                |  |                 | Journey veri<br>Dy./ Asstt. Re |                                   |                  |  | Conc                                    | d. Page 2   |

Dy./ Asstt. Registrar

#### Cetified for payment at the spot

#### (Signature)

### (a) For the purpose of TA/DA etc., grading of the employees and rates of Daily Allowance shall be as under:-

| Grade-I   | Employees drawing Grade Pay of Rs. 10,000/- or above  | Rs. 19 - per day in Soof  | Haryana/Chandigarh 600/                          |
|-----------|---|---------------------------|--|
| Grade-II  | Employees drawing Grade Pay of Rs. 8,900/- to 9,800/- | Rs. 29/- per day in 400/- | Haryana/Chandigarh 5.0/                          |
| Grade-III | Employees drawing Grade Pay of Rs. 4,600/- to 8,800/- | Rs. 1997- per day in 300/ | Rs.  per day in outside Haryana/Chandigarh       |
| Grade-IV  | Employees drawing Grade Pay of Rs. 2,500/- to 4,200/- | Rs. Per day in 25%/-      | Haryana/Chandigarh 300/                          |
| Grade-V   | Employees drawing Grade Pay of Rs. 1,300/- to 2,400/- | Rs. A-/- per day in 200/- | Rs per day in outside<br>Haryana/Chandigarh 250/ |

(b) Entitlement of mode of journey while on tour within/out of India

| Grade     | Journey by Air  | Journey by Sea or<br>River Semester  | Journey by Train  | Journey by Road           |
|-----------|---|--|---|---------------------------|
| Grade-I   | First Class if out of India  Business/Club Class if within India                        | Highest Class  | A.C. First Class or<br>Executive Class  | AC Bus including<br>Volvo |
| Grade-II  | Economy Class within or out of India  | Highest Class  | A.C. First Class or<br>Executive Class  | AC Bus including<br>Volvo |
| Grade-III | Economy Class (within or out of India) subject to prior approval of the Vice-Chancellor | If 2 Classes by lower; if<br>3 Classes by middle; if 4<br>classes by Third Class | A.C.2-Tier or A.C.<br>Chair Car   | AC Bus/Deluxe<br>Bus      |
| Grade-IV  | Economy Class (out of India only)   | -do-   | A.C. 3-Tier or Non-<br>A.C. Chair Car 2 <sup>nd</sup> Deluxe Bus/<br>Ordinary Bus |                           |
| Grade-V   | Economy Class (out of India only)   | By lowest Class  | 2 <sup>pd</sup> Class/2 <sup>nd</sup> Class Sleeper                               | Ordinary Bus              |

Note: 1. The actual cost of reservation and sleeper charges will be reimbursed in full.

- 2. In case of journey by Air, A.C. Rail/A.C. Bus/Delux Bus, tickets shall be appended to T.A. bills. In case of Rail journey by 1st class/A.C. Chair car ticket/ticket Number/reservation slip, as the case may be, shall be, produced. In the absence of ticket wherever required, ordinary rail/bus fare will be given
- 3. Journey by air may be allowed by the Vice-Chancellor, where it is absolutely necessary in the University interest.

## (c) The rates of local journey within or out of Haryana and journey by road by a mode other than Public transport but within India:

| Grade                         | Local Journey within or out of Haryana   | Journey by Taxi/<br>Autorickshaw   | Journey by own conveyance  | Rate of Road<br>Mileage  |
|-------------------------------|--|--|--|--|
| Grade-I                       | AC/Non-AC Taxi charges upto 50 kms. Per diem for travel within city at the rates given under Rule 17.1.1(c)                                | AC Taxi  | By own car   | Rs. 10/- pkm for AC<br>Car/Taxi; Rs. 8/- pkm<br>by Non-AC Car/taxi |
| Grade-II                      | -do-   | -do-   | -do-   | -do-   |
| Grade-III                     | Non-AC Taxi or Autorickshaw charges @ Rs. 8/- or Rs. 6/- pkm, as the case may be, limited to Rs. 150/- per diem for travel within the city | Non-AC Taxi with<br>prior approval of<br>the Vice-Chancellor   | By own car with<br>prior approval of<br>the Vice-Chancellor                            | Rs. 8/- pkm by Non-AC<br>Car/Taxi                                  |
| Grade-IV                      | Travel charges @ Rs. 6/- pkm limited to Rs. 100/- per diem for travel within city  | Actual charges when journey is performed by Autorickshaw with the prior approval of HOD for each journey | By own Scooter/<br>Motorcycle with<br>prior approval of<br>the HOD for each<br>journey | Rs. 6/- pkm for own<br>Scooter/Motorcycle or<br>by Autorickshaw    |
| Grade-V                       | Travel charges @ Rs. 6/- pkm limited to Rs. 50/- per diem for travel within the city   | -do-   | -do-   | Rs. 6/- pkm for own<br>Scooter/Motorcycle or<br>by Autorickshaw    |
| Any<br>University<br>employee | Rs. 1.20 pkm if journey on tour is performed bicycle or on foot by any University employee   | -do-   | -do-   | Rs. 1.20 pkm if journey is performed by bicycle or on foot         |

- 1. Members of the University Corut, Executive Council, Academic Council, Selection Committee, Finance Committee, Faculties, Boards of Studies, Establishment Committee and the Committee/Sub-Committee appointed, by the authorities of the University may travel by own car/Taxi between the stations concerned by rail and be allowed to charge T.A. by road provided the distance each way does exceed 200 kms. The Vice-Chancellor, in special cases may allow travel by their own car or by taxi even if the distance involved each way exceeds 200 kms.
- 2. Bills not presented within 6 months from the date of journeys shall lapse and shall not be entertained unless this period of 6 months is extended by the Vice-Chancellor for a good cause shown.
- 3. The receipt of the Toll Tax will be submitted for claiming the TA in case of Journey by Taxi or Car.