



Voucher For Payment towards the usage of Infrastructure & the personnel engaged for the Conduct of BCC Examination (to be submitted by the Examination Centre in Charge)

(Exam Centre Code :Exam Cycle.....)

Examination Centre : _____

Exam date (s)	No. of exam days	Candidates		
		Total	Appeared	Absent

1. Amount towards the usage of Infrastructure at the Institute :

a) Total number of Candidates allocated at the Centre * ₹ 20/- : ₹ _____

2. ** Claim in respect of Network Administrator

(a) Honorarium for actual days of examination & Trial, if applicable : _____
(@₹ 500/- per day or part thereof)

(b) Conveyance Expenses :

Travel mode : Own Car/ Taxi / Train / Bus (tick as applicable)

Distance between residence & exam centre (in KM) : _____

Total Number of visits made to exam centre : _____

Conveyance claimed : _____

(As per actuals or @ ₹ 8/- per k.m. for the distance traveled within the station restricted to ₹100/- per day, whichever is less)

(c) Total amount claimed On account of 2 (a+b) : _____

Date: _____

Name &Signature of the Network Administrator

3. **Claim in respect of Administrative Support

(a) Honorarium for actual days of examination : _____
(@₹250/- per day or part thereof)

(b) Conveyance Expenses :

Travel mode : Own Car/ Taxi / Train / Bus (tick as applicable)

Distance between residence & exam centre (in KM) : _____

Total Number of visits made to exam centre : _____

Conveyance claimed : _____

(As per actuals or @ ₹8/- per k.m. for the distance traveled within the station restricted to ₹100/- per day, whichever is less)

(c) Total amount claimed On account of 3 (a+b) : _____

Date: _____

Name &Signature of the Administrative Support

4. **Claim in respect of Peon

(a) Honorarium for actual days of examination & Trial, if applicable : _____
(@₹150/- per day or part thereof)

(b) Conveyance Expenses :

Travel mode : Own Car/ Taxi / Train / Bus (tick as applicable)

Distance between residence & exam centre (in KM) : _____

Total Number of visits made to exam centre : _____

Conveyance claimed : _____

(As per actuals or @ ₹8/- per k.m. for the distance traveled within the station restricted to ₹100/- per day, whichever is less)

(c) Total amount claimed On account of 4 (a+b) _____

Date: _____

Name & Signature of the Peon

5. Total Amount Claimed (1(a)+2(c)+3(c)+4(c)) : _____

Seal of the Institute

Name & Signature of Centre In charge with date

Certified that I have verified the information furnished above are true to the best of my knowledge & belief

Date:

Name & Signature of the Examination Superintendent

Cheque to be issued in Favour of : _____

Cheque to be Send to : _____

(Postal Address - _____

Write Legibly in Capital _____

Letters only) _____ PIN _____

**** To be deployed against the prior approval from NIELIT, Calicut.**

N.B: 1. Payment for expenditure incurred towards the conduct of the Examination shall be made in the form of DD/ Cheque in the name of the institute or the Vendor

2. Duly filled claim form should reach NIELIT Calicut, within 7 days after the completion of the Exam.

Office Use

Verified & Recommended for payment

BCC Coordinator

Section in Charge

Passed for Payment of ₹..... only

FO

DD

JD

Director