

National Institute of Technology Calicut

Office of Dean (R & C)

Online Continuing Education Programme (CEP)

Honorarium to Ancillary Staff (Internal)

Details of the program

Title of the programme:	
Programme date in DD/MM/YYYY to DD/MM/YYYY:	
Short name of the programme:	
Engaged hours:	
Organiser's details (Name, Department, Interdisciplinary group, or any other entity):	

Details of Honorarium to Ancillary Staff (Internal)

Sl.	Name of Staff	Designation	Total Number	Honorarium	Bank A/C	Advance
No		& Department	of	Amount	details	Receipt/
			Hours of	Total	Account No:	Voucher no:
			engagement		Bank Name:	
					PAN Number:	
	Total					

Date:	Organiser's (coordinator's) Name(s) and signature(s):				
Forwarded by:					
	For office use only	y			
Checked & Verified		Office of Dean (R & C)			
Date:		Dean (R & C)			

Forwarded to Dean (R&C): Request to make payments via Bank transfer. We have checked and countersigned all Bills/ Receipts/ Vouchers.