



**PANDIT DEENDAYAL UPADHYAYA SHEKHAWATI UNIVERSITY, SIKAR
KATRATHAL, SIKAR, 332024**

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No:-P.4()EXAM/EPMC/2019-20/1554

DATE: 16.01.2020

Office Order

As per orders of Hon'ble Vice-Chancellor dated 15.01.2020 following Remuneration/Honorarium will be paid to the teaching/administrative teaching staff etc. out of the fees collected from the Non-Collegiate students for Practical Training of UG and PG courses in B.A., B.Sc.(All Practical Subjects) and M.A./M.Sc.(Geography only).

The fee collected from per student will be distributed as per following

1- College Development Council :-	15%
2- Laboratory Development :-	60%
3- Faculty members of concerned subject :-	18%
4- Lab Assistant :-	02%
5- Lab Boy/ Peon / Sweeper :-	01%
6- Administrative Officers and Staff :-	04%

The amount decided for Administrative Officers and Staff head shall be distributed as following

i. Principal :-	20%
ii. Co-ordinator/Dean/Academic Incharge (Arts College) :-	12%
iii. Co-coordinator/Dy. Dean/Dy. Academic Incharge (Arts College) :-	08%
iv. DDO :-	08%
v. A.O./A.A.O. :-	08%
vi. Academic L.D.C./U.D.C. :-	06%
vii. Examination Section :-	10%
viii. Cashier :-	05%
ix. Head of the Department :-	14%
x. Assistant Examination Section :-	03%
xi. Computer Operator First :-	03%
xii. Computer Operator Second :-	03%

Note:-

- 1- All payments will be applicable for the duration of practical training programme only.
- 2- These norms will be applicable from this academic session to all coming academic sessions.
- 3- These payments will be made out of 60% share of income retained by the College subject to maximum payment of Rs. 60,000/- per teacher /faculty member involved in Practical Training Programme for UG or PG level (total amount received in all forms). The maximum limit of payment in UG/PG Department of Geography will be Rs. 1,20,000/- per teacher / faculty member (total amount received in all forms) (in geography student strength per batch is higher). The payment of Principal will be over and above this limit. If revenue received from non-collegiate students is not sufficient, college / Head need to arrange training camp in the available resources only. Office Staff and Laboratory staff subject to maximum payment of Rs. 30,000/- per member involved in Practical Training Programme for UG or PG level (total amount received in all forms).
- 4- Head of Department / Principal may invite recognized Guest Faculty (must be qualified for teaching in a college as per UGC norms) from other affiliated colleges of the same university, if permanent faculty of their college / department is not sufficient to conduct Practical Training Camp for all enrolled students. This is subject to max. payment of Rs 50000/- per teacher / faculty member involved in practical training.

16/01/2020
Registrar

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Copy forwarded for information and necessary action to:-

1. V.C. Secretariat, PDUS University, Sikar
2. Financial Controller, PDUS University, Sikar
3. Principal, Concerned Govt. Colleges / Other Training Centers
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Controller of Examination