

ಅಧಿಕೃತ ಜ್ಞಾಪನ

ವಿಷಯ: ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಪರೀಕ್ಷಾ ಕಾರ್ಯಗಳಿಗೆ ಪಾವತಿಸುವ ಸಂಭಾವನೆ/ ದಿನಭತ್ಯೆ/ಸ್ಥಳೀಯ ಭತ್ಯೆ ಮತ್ತು ಇತರ ವೆಚ್ಚಗಳ ಪರಿಷ್ಕರಣೆ ಬಗ್ಗೆ.

- ಉಲ್ಲೇಖ: 1) ಪರೀಕ್ಷಾ ಕಾರ್ಯಗಳಿಗೆ ಸಂಭಾವನೆ/ ಇತರ ವೆಚ್ಚಗಳನ್ನು ಪರಿಷ್ಕರಿಸಿದ ಸಿಂಡಿಕೇಟ್ ನಿರ್ಣಯ ದಿನಾಂಕ 01.07.1992 ಹಾಗೂ ನಂತರದ ಕಾಲಕಾಲಕ್ಕೆ ಪರಿಷ್ಕರಿಸಿದ ನಿರ್ಣಯ ಮತ್ತು ಆದೇಶಗಳು.
- 2) ಸಂಭಾವನೆ/ದಿನಭತ್ಯೆ/ಸ್ಥಳೀಯ ಭತ್ಯೆ/ ಇತರ ವೆಚ್ಚಗಳನ್ನು ಪರಿಷ್ಕರಿಸುವ ಬಗ್ಗೆ ಸಮಿತಿ ರಚನೆ ಸಿಂಡಿಕೇಟ್ ನಿರ್ಣಯ ದಿನಾಂಕ 13.04.2011.
- 3) ದರ ಪರಿಷ್ಕರಣೆ ಪರಿಶೀಲನಾ ಸಮಿತಿಯ ನಡಾವಳಿಗಳು ದಿನಾಂಕ 06.06.2011.
- 4) ಸಿಂಡಿಕೇಟ್ ನಿರ್ಣಯ ದಿನಾಂಕ 30.06.2011
- 5) ಮಾನ್ಯ ಕುಲಪತಿಯವರ ಅನುಮೋದನೆ ದಿನಾಂಕ 18.07.2011
- 6) ಕುಲಸಚಿವರ ಪತ್ರ ಸಂಖ್ಯೆ: ಎಂ.ವಿ./ಎಪಿಸಿ/98/99/2011-12/ಎ8 ದಿನಾಂಕ 11.07.2011.
- 7) ಕುಲಸಚಿವರ ಪತ್ರ ಸಂಖ್ಯೆ: ಎಂ.ವಿ./ಎಪಿಸಿ/ಟಿಎಡಿಎ/ಪರೀಕ್ಷೆ/2011-12/ಎ8 ದಿನಾಂಕ 19.07.2011.

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಪರೀಕ್ಷಾ ಕಾರ್ಯಗಳಿಗೆ ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಘಟಕ/ಸಂಯೋಜಿತ ಕಾಲೇಜುಗಳ ಶಿಕ್ಷಕರು/ ಶಿಕ್ಷಕೇತರರು ಮತ್ತು ಬಾಹ್ಯ ಪರೀಕ್ಷಕರಿಗೆ ಉಲ್ಲೇಖ(1)ರ ಸಿಂಡಿಕೇಟ್ ನಿರ್ಣಯ ಮತ್ತು ತದನಂತರದ ನಿರ್ಣಯಗಳು ಹಾಗೂ ಆದೇಶಗಳಂತೆ ನೀಡಲಾಗುತ್ತಿದ್ದ ಸಂಭಾವನೆ/ದಿನಭತ್ಯೆ/ಸ್ಥಳೀಯ ಭತ್ಯೆ/ಇತರ ವೆಚ್ಚಗಳನ್ನು ದಿನಾಂಕ 30.06.2011ರ ಸಿಂಡಿಕೇಟ್ ನಿರ್ಣಯದಂತೆ ಪರಿಷ್ಕರಿಸಲಾಗಿದ್ದು, ಪರಿಷ್ಕೃತ ದರಗಳನ್ನು ಎಪ್ರಿಲ್/ಮೇ 2011ರಲ್ಲಿ ನಡೆಸಿದ ಪದವಿ ಮತ್ತು ಸ್ನಾತಕೋತ್ತರ ಪರೀಕ್ಷೆಗಳ ಉತ್ತರ ಪತ್ರಿಕೆಗಳ ಕೇಂದ್ರೀಯ ಮೌಲ್ಯಮಾಪನದಲ್ಲಿ ಭಾಗವಹಿಸಿದ ಶಿಕ್ಷಕರಿಗೆ ಮಾತ್ರ ಘಟನೋತ್ತರವಾಗಿ ಮತ್ತು ಇತರ ಎಲ್ಲಾ ಪರಿಷ್ಕೃತ ದರಗಳನ್ನು ನವೆಂಬರ್/ಡಿಸೆಂಬರ್ 2011 ಮತ್ತು ನಂತರದ ಪರೀಕ್ಷಾ ಕಾರ್ಯಗಳಿಗೆ ಅನ್ವಯಿಸಿ ಜಾರಿಗೊಳಿಸಲು ಆದೇಶಿಸಲಾಗಿದೆ. ಪರಿಷ್ಕೃತ ದರಗಳು ಮತ್ತು ಷರತ್ತುಗಳನ್ನು ಅನುಬಂಧದಲ್ಲಿ ನೀಡಲಾಗಿದೆ.

ಕುಲಸಚಿವರು (ಪರೀಕ್ಷಾಂಗ)

ರಿಗೆ:

- 1) ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಎಲ್ಲಾ ಸ್ನಾತಕೋತ್ತರ ವಿಭಾಗ/ಕೇಂದ್ರಗಳ ಮುಖ್ಯಸ್ಥರು.
- 2) ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಘಟಕ ಕಾಲೇಜುಗಳ ಪ್ರಾಂಶುಪಾಲರುಗಳು.
- 3) ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಸಂಯೋಜನೆಗೆ ಒಳಪಟ್ಟ ಎಲ್ಲಾ ಕಾಲೇಜುಗಳ ಪ್ರಾಂಶುಪಾಲರುಗಳು.
- 4) ಕುಲಸಚಿವರು, ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ಮಂಗಳಗಂಗೋತ್ರಿ.
- 5) ಹಣಕಾಸು ಅಧಿಕಾರಿಯವರು, ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ಮಂಗಳಗಂಗೋತ್ರಿ.
- 6) ನಿರ್ದೇಶಕರು, ಅಂಚೆ ತೆರಪಿನ ಶಿಕ್ಷಣ ನಿರ್ದೇಶನಾಲಯ, ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ಮಂಗಳಗಂಗೋತ್ರಿ.
- 7) ಮಾನ್ಯ ಕುಲಪತಿಯವರ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿ, ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ಮಂಗಳಗಂಗೋತ್ರಿ.
- 8) ಸರ್ಕಾರಿ ಲೆಕ್ಕ ಪರಿಶೋಧಕರು, ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ಮಂಗಳಗಂಗೋತ್ರಿ.
- 9) ಉಪಕುಲಸಚಿವರು (ಪರೀಕ್ಷಾಂಗ)/ ಸಹಾಯಕ ಕುಲಸಚಿವರು (ಪರೀಕ್ಷಾಂಗ) I & II, ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ.
- 10) ಕುಲಸಚಿವರು (ಪರೀಕ್ಷಾಂಗ) ಕಛೇರಿಯ ಎಲ್ಲಾ ಅಧೀಕ್ಷಕರು.
- 11) ಕುಲಸಚಿವರು (ಪರೀಕ್ಷಾಂಗ) ಕಛೇರಿಯ ಆಪ್ತ ಸಹಾಯಕರು.
- 12) ಇ.1, ಇ.6, ಇ.8, ಇ.9, ಇ.10, ಇ.11 ವಿಷಯ ನಿರ್ವಾಹಕರುಗಳಿಗೆ.
- 13) ಕಡತಕ್ಕೆ.

MANGALORE UNIVERSITY

**STATEMENT OF REVISED RATES OF DAILY ALLOWANCE/LOCAL CONVEYANCE ALLOWANCE/
REMUNERATION AND OTHER PAYMENTS FOR VARIOUS ITEMS OF EXAMINATION WORK AS PER
THE SYNDICATE DECISION DATED 30.06.2011**

Sl. No.	Particulars	Rates	Rs.
I.	<u>THEORY EXAMINATIONS:</u>		
	<u>U.G.</u>		
1.1	B.A./B.Sc./B.Com./LL.B./B.Ed./B.B.M./B.P.Ed./ B.Lib.Sc./ B.S.W./ B.H.M./ U.G. Diploma/ B.Sc.(H.S.)/ Certificate Course in Epigraphy, Kannada, German, Veda Tantragama/ B.e-Commerce/ B.C.A./ B.A.(H.R.D.)/ B.Sc.(F.N.D.)/ B.Sc.(H.S.)/ B.Sc.(FD)/ B.Sc.(GD)/ B.Sc. (ID&D), etc. degree courses.		
1.1.1	<u>Paper Setting:</u>		
	a) Setting question paper of 3 hrs. duration per set.		Rs. 150.00
	b) Setting question paper of more than 3 hours duration per set.		Rs. 200.00
	c) Translation of the question paper (to the authorized person)		Rs. 80.00
	NOTE: Half of the rate for part of the paper.		
1.1.2	<u>Valuation/Paper review of answer scripts of:</u>		
	a) 3 hours duration		Rs.12.00
	b) More than 3 hours duration		Rs.12.00
	(Minimum Rs. 100.00 for all answer scripts)		
1.1.3	<u>Fee for the Chairman & Members of the Board of Examiners (Under Graduate):</u>		
	a) Chairman, B.O.E. arranging for paper setting, scrutiny and scrutiny of the question papers.	Chairman fee -	Rs. 300.00
		1) Telephone charges – a max. of Rs.750.00 for boards of English/ Kannada/ Hindi/ Commerce/ History/ Economics/Computer Sc./ B.S.W./ B.H.M. & B.Sc.(H.S.) and for other boards Rs. 500.00 sub. to production of self certified statement of calls made.	
		2) Contingency (Xerox, Stationery, etc.)	
		3) Lunch & Refreshment as per rates fixed from the Registrar from time to time. Above claims shall be made through D.C. bills with proper certificates to the bills.	
		4) Postal expenses shall be claimed in postal expenses claim bill form.	
	b) Members – Assisting the Chairman in scrutinising the question papers.		Rs. 125.00

	c)	Chairman – Distribution of valuation work, certification regarding number of scripts valued etc. and preparing the workdone statement.	During valuation to meet incidental expenditure special allowance (UGC & Non-UGC) Scripts upto 5000 – Rs. 250.00 5001-15000 - Rs. 500.00 15001-25000 - Rs. 600.00 25001 &above- Rs. 750.00
1.1.4	<u>Remuneration for Chief Examiner/ Sole Examiner:</u>		
	i)	For preparing the Scheme of Valuation.	Rs. 80.00
	ii)	Chief Examiner/ Deputy Chief Examiner (Not for sole examiner).	Average of the Asst. examiners working under him + Rs. 300.00
	<p>NOTE: 1) Scheme of assignment of valuation for different categories is given as appended. If necessary, more than one subject may be assigned to a Chief or the Asst. examiner at a time by the Registrar (Evaluation). 2) While calculating the average of the Assistant Examiners, the Assistant Examiners attending the whole duration/ major portion of the valuation work shall be taken into account.</p>		
1.1.5	<u>Valuation of Project Reports:</u>		
	a)	Assessing Project Report/ work of B.A./B.Sc./B.B.M./ B.Com. /B.E./ B.Tech./B.H.M./P.G.D.B.M./P.G.D.C.A. (one project is equal to 3 scripts)	Rs. 50.00 per report.
	NOTE: Project Report to be valued at the Valuation Centre.		
1.2	Master Degree Examinations – (P.G.) M.A./M.Sc./M.Com./M.B.A./M.S.W./M.C.A./ M.Ed./ M.P.Ed./ LL.M./ M.L.I.Sc./ /M.Sc. (Hospital Management), etc.		
1.2.1	<u>Setting of question papers:</u>		
	a)	Less than 3 hours	Rs. 200.00 per set
	b)	3 hours or more	Rs. 225.00 per set
1.2.2	<u>Valuation:</u>		
	a)	Less than 3 hours duration	Rs. 10.00 per script (Min. Rs. 100.00)
	b)	3 hours or more	Rs. 12.00 per script (Min. Rs. 100.00)
	c)	Translation of the question paper (For papers where there is translation)	Rs. 80.00
1.2.3	Valuation of Dissertation (one dissertation is equal to 10 scripts)		Rs.150.00 per dissertation per examiner.
1.2.4	Fee for the Chairman of B.O.E.		Rs. 300.00 lumpsum
1.2.5	Fee for the Members of B.O.E.		Rs. 125.00 lumpsum
1.2.6	Board/Third/Challenging Valuation Central Valuation rate		Rs. 12.00 per script per examiner, sub. To a minimum of Rs.80.00 per member including the Chairman.

1.3	<u>P.G. DIPLOMA, P.G.D.C.A., P.G. D.B.M., P.G.D.T.H.M.:</u>	
1.3.1	Setting of question paper – 3 hours or more.	Rs. 200.00 per paper
1.3.2	Valuation/ Review – 3 hours or more	Rs. 12.00 per script (Min. Rs. 100.00)
1.3.3	Fee for the Chairman, B.O.E.	Rs. 300.00 lumpsum
1.3.4	Fee for the members, B.O.E.	Rs. 125.00 lumpsum
2.	<u>PRACTICAL EXAMINATIONS:</u>	
2.1	B.A./B.Sc./B.Com./B.Sc.(Sp.&H.)/P.G.D.C.A./B.H.M./Certificate Course in Epigraphy/B.e-Commerce/B.C.A./B.A.H.R.D./B.F.N.D./B.Sc.(H.S.)/B.Sc.(FD)/B.Sc.(GD)/ B.Sc.(ID&D), etc. Degree Courses.	
a)	Up to 2 hours duration	Rs.8.00 per candidate per examiner sub. to a min. of Rs.60.00
b)	3 hours duration	Rs.10.00 per candidate per examiner Sub. to a min. of Rs.80.00 per batch per examiner.
c)	More than 3 hours & less than 6 hours	Rs.12.00 per candidate per examiner sub. To a min. of Rs.100.00 per batch per examiner.
d)	6 hours and above	Rs. 12.00 per candidate per examiner sub. to a min. of Rs.120.00 per batch per examiner.
NOTE:		
1.	There shall be 2 examiners per batch, one of the two shall be an external examiner.	
2.	Minimum number of candidates per batch shall be 10 when the number is more than 10 except the last batch.	
3.	In case no candidate is present for the practical examination, 1/3 of the batch minimum is payable.	
2.2	B.Ed./ B.P.Ed.:	
2.2.1	Valuation & Supervision of lessons	Rs. 10.00 per candidate per lesson per examiner sub. to a min. of Rs.150.00 per batch per examiner.
NOTE:		
1.	There shall be two examiners per lesson per candidate.	
2.	Each examiner shall assess a minimum of 6 lessons except in subjects where there are less than 6 lessons.	
2.3	Practical: M.Sc./M.Ed./ M.P.Ed./M.L.I.Sc./ M.C.A./ M.Sc. (Hospital Management), etc.	
2.3.1	For setting, conducting, preparing & valuing:	
a)	General subjects	Rs. 50.00 per candidate per examiner sub. to a min. of Rs.150.00 per batch per examiner.
b)	Special subjects	Rs. 60.00 per candidate per examiner sub. to a min. of Rs.150.00 per batch per examiner.
NOTE:		
1.	For general subjects except statistics the min. number of candidates per batch shall be 6 when the number is more than 6 except in last batch.	

	2.	For Statistics the min. number of candidates per batch shall be 10 when the number is more than 10 except the last batch.
	3.	For special subjects the minimum number of candidates shall be 2 except the last batch.
	4.	In case no candidate is present for the Practical examination for which all preparations were made, 1/3 of the batch minimum is payable to each examiner.
	5.	There shall be two examiners per batch & one of them shall be an external.
3.	VIVA-VOCE: For conducting viva-voce	
3.1	All PG courses	Rs.10/- per candidate per examiner sub. to a min. of 100.00 per batch per examiner
3.2	Certificate Course in Epigraphy & Kannada/ B.Sc.(H .S)/ B.H.M.:	Rs. 8.00 per candidate per examiner sub. to min. of Rs.80.00 per examiner.
4.	<u>DOCTORAL DEGREES:</u>	
4.1	Chairman's Fee	Rs. 500.00 per candidate.
4.2	Valuation of thesis	Rs.1,500.00 or 100 U.S. dollars per examiner per candidate.
4.3	Viva-voce/ Pre-thesis submission of colloquium:	Rs.250.00 per examiner per candidate.
	NOTE: There shall be two examiners for conducting viva-voce – The Chairman and another Indian examiner.	
4.4	M.Phil.:	
	i) Viva-voce	Rs. 150.00 per candidate per examiner.
	ii) Valuation of dissertation	Rs. 500.00 per dissertation.
5.	<u>Remuneration to examination centre staff:</u>	
5.1	<u>Conduct of Examinations (Theory):</u>	
5.1.1	Chief Superintendent (Teaching)	Special allowance Rs.100.00 per session
5.1.2	Deputy Chief Superintendent (Teaching)	Rs. 80.00 per session
5.1.3	Room / Relieving/ Office Superintendent	Rs. 60.00 per session
	<u>Non-teaching:</u>	
5.1.4	Manager/ Head Clerk	Rs. 80.00 per session
5.1.5	Clerk	Rs. 60.00 per session
5.1.6	Typist	Rs. 60.00 per session
5.1.7	Peon/ Attender	Rs. 50.00 per session
5.2	<u>Flying Squad:</u>	
	Chief	D.A. Rs. 325.00 L.C.A. Rs. 225.00 Remuneration per session Rs. 100.00
	Member	D.A. Rs. 300.00 L.C.A. Rs. 200.00 Remuneration per session Rs. 90.00

5.3	<u>Conduct of Practical Examinations:</u>		
5.3.1	Chief Superintendents for Practical Examinations.		Special allowance up to 100 candidates: Rs.125.00 For every additional 100 candidates or part thereof: Rs. 50.00
5.3.2	(a) Clerk/Typist/Store Keeper/Lab.Asst		Rs.50.00
5.3.3	(b) Attender/Helper/Peon:		
	i) 3 hrs. duration		Rs.25.00
	ii) 4 hrs. duration		Rs.30.00
	iii) 6 hrs. duration		Rs.35.00
5.3.4	Clerk (for collecting the marks lists & maintaining the accounts of contingency amount)		Rs. 40.00
5.3.5	Chairman/Co-ordinator–for co-ordinating practical examinations		Rs. 500.00 lumpsum.
	NOTE: For the purpose of calculation of number of candidates, the total number of candidates is taken in each subject irrespective of the number of practicals that a candidate takes in a subject. This applies to the whole examination irrespective of the number of days or the number of batches.		
6.	<u>Remuneration for Central Valuation Centre staff:</u>		
6.1	Custodian (with functions of general supervision and facilitating)		Special allowance: Rs.3,250.00 lumpsum.
6.2	Co-ordinator (for arranging Central Valuation) – U.G. & P.G.		Special allowance: Rs. 12.00 for every 100 scripts or fraction thereof sub. to a minimum of Rs.2,000.00
6.3	<u>Ministerial and Menial staff:</u>		
	Junior teachers/ Manager/ Head Clerk/ Clerk.		Rs. 80.00 per day during valuation and 6 more days.
	a)	Peons/ Sweepers/Cleaners	Rs. 60.00 per day during Valn. and for 6 more days.
	b)	Watchman	Rs.60.00 per day from the date of receipt of scripts & and 3 more days.
	(To be claimed & disbursed by the Co-ordinator)		
	NOTE:		
	1.	The number of Co-ordinators to be appointed is to be decided on the basis of the work load and the same is to be divided suitable according to actual work load.	
	2.	There shall be two sessions of central valuation – Morning session and afternoon session.	
	3.	One Watchman for the period from the date of receipt of answer book bundles till the last day of Central Valuation and three days extra.	
	4.	During Central Valuation the following personnel may be appointed.	
		<u>No. of scripts</u>	<u>No. of clerks to be appointed</u>
		Upto 5000	2
		5001 to 15000	3
		15001 to 30000	5
		30000 and 40000	6
		40001 to 50000	8
		50001 to 60000	10
		Above 60000	11
			<u>No. of peons to be Appointed</u>
			2
			3
			5
			6
			8
			10
			11

6.4	<u>Dearness Allowance & Conveyance Allowance</u>		
6.4.1	Theory examinations:		
	Deputy Chief Superintendent/ Room Supt./ Office Supdt./Relieving Supdt.	D.A. L.C.A.	Rs. 225.00 Rs. 100.00
6.4.2	Practical Examinations:		
	Examiners:	D.A. L.C.A.	Rs.225.00 Rs. 100.00
6.4.3	<u>Central Valuation:</u>		
	Chairman/ Chief/ Deputy Chief/ Asst. Examiners/ Custodian/ Co-ordinator	D.A. L.C.A.	Rs. 475.00 Rs. 325.00
	<u>c) Ministerial & Menial staff:</u>		
	Clerical Staff		Rs.100/- per day during valuation & 6 more days.
	Attender/Peon/ Sweeper		Rs.60/- per day during valuation & 6 more days
	Watchman		Rs.60/- per day from the date of receipt of scripts & during valuation & for 3 more days.
	NOTE: For Custodian/ Co-ordinator actual days + 6 more days)		
6.4.4	CENTRE ALLOWANCE:		
	Towards expenditure like, cleaning, furniture, electricity, water, etc. to the colleges providing centres for Central Valuation only.		Rs. 500/- per day
7.	POST EXAMINATION WORK:		
7.1	Tabulation work:		
7.1.1	Tabulators	D.A. L.C.A.	Rs. 225.00 Rs. 100.00
	For all tabulation work		Remuneration Rs. 10.00 per candidate. No Minimum.
7.1.2	<u>Scrutinisers:</u>	D.A. L.C.A.	Rs. 225.00 Rs. 100.00
	For all scrutiny		Remuneration Rs. 5.00 per candidate. No minimum.
7.1.3	Consolidation of M.A./M.Sc./M.Com./ M.B.A./M.S.W.		Rs. 5.00 per candidate D.A. Rs. 225.00 L.C.A. Rs. 200.00
7.1.4	Co-ordinator		Rs. 2,000/- lumpsum remuneration. D.A. Rs. 225.00 L.C.A. Rs. 100.00
7.1.5	Clerk		Rs.80.00 remuneration & Rs. 90.00 Conveyance allowance per day for the days of tabulation.

7.1.6	Peon	Rs. 60.00 remuneration & Rs. 60.00 Conveyance allowance per day for the days of tabulation.
7.1.7	Watchman	Rs. 60.00 remn. & Rs. 60.00 Conveyance allowance per day for the days of tabulation.
(7.1.5 to 7.1.7 – to be claimed & disbursed by the Co-ordinator)		
NOTE:		
1.	Tabulation is assigned to a tabulator & scrutinizer.	
2.	Wherever a co-ordinator is appointed he may be provided with a clerk and one peon for every 30 tabulators.	
3.	Tabulation will be a joint responsibility and therefore, the penalties if any, have to be shared by both tabulator as well as scrutinizer.	
7.2	Coding and Decoding:	
a)	Coding Officers (with full responsibility)	D.A. Rs.225.00 L.C.A. Rs.100.00 Rs. 2.00 per script for coding & decoding.
b)	Clerical & Menial Assistants (including preparation of marks list forms)	0.50 paise per script for assisting in Coding & Decoding (To be claimed & disbursed by the Coding Officer in the Ratio of 3:2)
c)	Coding/ Decoding (1 st Valuation)	Rs. 2.00 for coding & decoding
d)	Coding/ Decoding (2 nd Valuation) Only for M.S.W. and M.B.A.	50% of 1 st valuation
7.3	Receipts and dispatch of answer books for Home Valuation at Mangalagangothri:	
a)	Supervisor	Rs. 500.00
b)	Clerk	Rs. 300.00
c)	Peon	Rs. 200.00
NOTE: Each batch may be assigned around 5,000 scripts. Each batch consists of 1 Supervisor, 1 Clerk and 1 Peon.		
7.4	Typing/ Stencil cutting of result sheets	Rs. 5.00 per sheet
7.5	Writing of each Degree Certificate	Rs. 2.00 per certificate for both version
NOTE: To be given to the Professional person or others with exceptionally good handwriting		
8.	CONFIDENTIAL WORK:	
8.1.1	Proof reading of question papers	Rs. 5.00 per page for 1/8 Demi size & Rs. 6.00 per page for 1/4 demi or foolscap subject to a minimum of Rs.50.00 per question paper.
8.1.2	Supervision of Typing/ Stencil cutting, Duplicating, Counting & Packing of question papers.	Rs. 6.00 per paper.
8.1.3	Stencil Cutting/ Typing of question paper. Making of fair copy or writing on the Stencil of the question paper.	Rs. 6.00 per page Rs. 35.00 per question paper.
8.1.4	Clerical assistance in Stapling, Counting, writing the labels etc.	Rs. 5.00 per paper.
8.1.5	Duplicating/ Cyclostyling	Rs.5.00 per paper.

8.1.6	Packing, Sealing, etc.	Rs. 6.00 per paper.	
8.1.7	Preparation of sketches/ Diagrams	Rs. 15.00 per Sketch/ Diagrams.	
8.2	Revaluation:		
8.2.1	Central valuation:	D.A. L.C.A.	Rs.475.00 Rs.325.00
8.2.2	Allowance for Custodian	lumpsum Rs. 2,500.00	
8.2.3	Allowance for Co-ordinator	lumpsum Rs. 2,000.00	
8.2.4	Outstation revaluation (only remuneration)	per script Rs. 20.00 (min. Rs. 100.00)	
8.2.5	Co-ordinator for Revaluation:	Per script Re.1.00 subject to a (min. Rs.200.00)	
9.	CONTINGENCY ADVANCE:		
	(Theory examinations – Examination Centres – Both for Under-graduate and Post-graduate):		
9.1.1	Advance for the purchase of stationeries except Tags and Sealing Wax.		
	Sl. No.	No. of candidates (For whole exams.)	Arts, Science, Commerce, Law, Education faculties (all examinations)
	1.	0-250	Rs. 250.00
	2.	251-500	Rs. 320.00
	3.	501-750	Rs. 400.00
	4.	751-1000	Rs. 475.00
	5.	1001-1500	Rs. 540.00
	6.	Above 1500	Rs. 600.00
9.1.2	Advance for contingent expenses:		
	Rate per candidate towards the expenses on water pots, tumblers, water boys, and such other expenses.		Rs.2.00 per candidate subject to a minimum of Rs. 150.00 for the whole examination.
	NOTE: No Voucher is necessary. However, the Chief Superintendent has to certify to the effect that the amount has been expended for the purpose for which it has been advanced.		
9.1.3	CONTINGENT AMOUNT FOR PRACTICAL EXAMINATIONS FOR PURCHASE OF SPECIMENS, CHEMICALS & SUCH OTHER MATERIALS:		
	(Examination centres – Under graduate & Post graduate examinations):		
	Sl. No.	Subject	U.G. for all years Rs.
			P.G. for all years Rs.
	1.	Physics	8.00
	2.	Chemistry	8.00
	3.	Botany	8.00
	4.	Zoology	8.00
	5.	Electronics	8.00
	6.	Statistics	8.00
	7.	Home Science	8.00
			--

8.	Microbiology	8.00	--
9.	Psychology	8.00	--
10.	Geography	8.00	--
11.	Criminology	8.00	--
12.	Data Processing	8.00	--
13.	Computer Application	8.00	--
14.	Computer Science	8.00	--
15.	Electronic Equipment Maintenance	8.00	--
16.	Instrumentation	8.00	--
17.	B.H.M.	8.00	--
18.	B.Lib. Sc.	8.00	--
19.	P.G.D.C.A.	8.00	--
20.	B.Sc. (S. & H.)	12.00	--
21.	Bio-Sciences	--	30.00
22.	M.L.I.Sc.	--	30.00
23.	M.Lib.	--	30.00
24.	M.Sc. (Computer Software)	--	30.00
25.	Geology	8.00	30.00
26.	Fashion Design	8.00	--
27.	Leather Design	8.00	--
28.	Garment Design	8.00	--
29.	Engineering	8.00	--
30.	M.Sc. Computer Science	--	30.00
31.	M.Sc. Microbiology	--	30.00
32.	M.Sc. Hospital Management	--	30.00
33.	M.Sc. (Speech & Hearing)	--	30.00
34.	Epigraphy (Certificate Course)	8.00	--
35.	Secretarial Practice (Vocational)	8.00	--
36.	Tax Procedure	8.00	--
37.	Taxation	8.00	--
38.	Communicative English	8.00	--
39.	Physical Education	8.00	--
40.	Bharathanatyam	8.00	--
41.	Western Music	8.00	--
42.	Carnatic Music	8.00	--
43.	E.E.M.	8.00	--
42.	Biotechnology	8.00	--
43.	Bio-chemistry	8.00	--
44.	Pharmacognosy	8.00	--
45.	Military Science	8.00	--
46.	B.e-Commerce	8.00	--
47.	B.C.A.	8.00	--
48.	B.A. H.R.D.	8.00	--
49.	B.Sc. (F.N.D.)	8.00	--
50.	B.Sc. H.S.	8.00	--
51.	PG Diploma/ Certificate	8.00	--
Rate is per candidate per batch.			
NOTE:			
1.	This amount is to be reimbursed to the colleges on the certificate of the Chief Superintendent regarding the no. of candidates, date, time etc., of the practical examinations.		
2.	For typing of Statistics Practical question papers Rs.4.00 per page can be claimed along with the contingent.		
9.1.4	Contingent amount for Co-ordinating the practical:		
To be claimed by the Co-ordinator/ Chairman to meet the expenses on Clerical & Menial Staff, purchase of stationery etc. (Postage will be reimbursed separately on production of Postal receipts etc.)		1) Tel. charges Max. 500.00 sub. to self certified statement of calls made. 2) Rs. 1.25ps. per candidate. 3) Min. Rs.150.00 max. Rs.500.00	

9.1.5.	Contingent expenditure for Practical Examinations: Centre – Chief Superintendent:				
	Contingent expenditure for Clerical and Menial assistance & purchase of stationery & all other incidental expenses in connection with the conduct of Practical Examinations. Each Centre will purchase its own requirement out of this amount.		Re. 1.00 per candidate for the whole examination of all subjects, subject to a min. of Rs.100.00 and a max. of Rs.300.00		
9.1.6	Contingent amount for Central Valuation:				
	Custodian-cum-Coordinator of Central Valuation to meet the contingent expenditure for purchase of a stationery other than the printed forms and sealing wax.		Up to 3000 scripts – Rs.400.00 3001 to 6000 scripts Rs.600.00 6001 to 15000 scripts Rs.800.00 15001 to 30000 scripts Rs.1,000.00 30001 to 45000 scripts Rs.1,200.00 45001 & above scripts Rs.1,500.00		
9.1.7	Advance for Postal expenses for examination centre:				
	The college may draw advance for postal expenses per requirements for postage, telegrams, trunk calls etc. incurred in connection with the conduct of examinations. (D.C. bills may be prepared supported by vouchers)		As required.		
10.	<u>Laboratory staff to be engaged for various Practical Examination (Only for the days of Practicals held)</u>				
10.1	B.A./B.Sc./B.Com.:				
	Subjects	Category of Staff	No. of staff per batch	Rate of remuneration per staff per batch	
	Physics, Chemistry, Botany, Zoology, Geology, Home Science, Comp. Science, Electronics, Vocational subjects	Attender/ Helper/ Peon Storekeeper/ Clerk/Typist Lab. Asst.	02 01 01	a) 3hrs. duration b) 4 hrs. duration c) 6 hrs. duration	15.00 20.00 25.00 30.00 30.00
	Geography, Psychology, Criminology	Attender/ Helper/ Peon Storekeeper/ Clerk/Typist Lab. Asst.	01 01 01	a) 3 hrs. duration b) 4 hrs. duration c) 6 hrs. duration	15.00 20.00 25.00 30.00 30.00
	Tax Procedure. Taxation, Comn. English, Phy. Edn., Western/ Carnatic Music, Bio-techn., Bio-Chem., Military Sc., BCA/ BA (HRD), BSc.(HS)/ B.Sc.(FND)	Attender/Peon Clerk/Typist Lab. Asst.	01 01 01		15.00 20.00 25.00
NOTE: In the case of Practicals in Statistics, only one Attender may be appointed at Rs. 15.00 per batch.					
10.2	<u>B.A./B.Sc./B.Com.</u>				
	<u>Subjects (Category of Staff):</u>	<u>No. of staff per batch</u>			<u>Rate</u>
	Microbiology				
	Data Processing	Peon/ Attender	01		15.00
	Fashion Design	Clerk/Typist	01		30.00
	Leather Design	Lab. Asst.	01		30.00
	Garment Design				

10.3	Subjects/ Courses 1	Expert Asst. (teaching staff only) 2	Lab. Asst. 3	Helper/ Attender/ Peon 4	Store Keeper/ Clerk/ Typist 5
	Rate of remuneration per batch	Rs. 40.00	Rs. 25.00	Rs.15.00 3 hrs. Rs.20.00 4 hrs. Rs.25.00 6 hrs.	Rs. 25.00
	Physiology	02	01	02	01
	Biochemistry	02	01	02	01
	Microbiology	02	01	02	01
	Viva (for subjects which have Viva)	--	--	01	--
	B.Lib. Sc.	02	--	02	--
	B.Sc. (S. H.)		01	01	01
10.4	M.Sc., M.Ed., M.P.Ed. (per batch):				
	Subjects/ Courses 1	Teach Asst./ Skilled Asst. (teaching staff only) 2	Lab. Asst./ Technician 3	Helper/ Attender/ Peon 4	Store Keeper/ Clerk/ Typist 5
	Rate of remuneration per batch	Rs. 50.00*	Rs. 35.00	Rs.15.00 (3 hrs. duration) Rs. 20.00 (4 hrs. duration) Rs.30.00 (6 hrs. duration)	Rs. 35.00
	Physics	1	1	2	1
	Chemistry	1	1	2	1
	Botany	1	1	2	1
	Zoology	1	1	2	1
	Bio-sciences	1	1	2	1
	Geology	1	-	1	1
	Marine Geology	1	-	1	1
	Statistics	1	-	1	1
	Home Science	1	1	1	1
	Psychology	1	-	1	1
	Geography	1	-	1	1
	M.Ed.	1	-	1	1
	M.P.Ed.	1	-	1	1
	Bio-chemistry	2	2	2	1
	Microbiology	2	2	2	1
	Computer Science	1	1	1	1
	Computer Software	1	1	1	1
	M.L.I.Sc.	1	1	1	1
	P.G. Diploma (other than Medical)	1	1	1	1
	M.C.A.	1	1	1	1
	M.Sc. (Hospital Mgt.)	1	1	1	1
	M.Sc. (S & H)	1	1	1	1

GENERAL NOTE: (For engaging Laboratory staff):							
For all Practicals/ Clinicals of all examinations one additional Session/ Batch will be allowed for preparation of Practicals/ Clinicals and one more session will be allowed for cleaning after the Practical Clinicals. This is applicable to all categories of Laboratory Staff except Teaching Asst., Expert Asst., Nurse, Storekeeper, Typist and Clerk appointed for the conduct of Practical/ Clinical Examinations.							
11.	No. of officials to be appointed for the conduct of theory examinations at the examination centres:						
	No. of candidates per session	Room Suptds. (Teachers)	Relieving Suptds. (Teachers)	Office Suptds. (Teachers)	Head Clerk	Clerk	Typist
	Up to 35	01	--	01	01	01	01
	36 to 70	02	--	01	01	01	01
	71 to 105	03	--	01	01	01	01
	106 to 140	04	01	01	01	01	01
	141 to 175	05	01	01	01	01	01
	176 to 210	06	01	01	01	02	01
	211 to 245	07	02	01	01	02	01
	246 to 280	08	02	01	01	02	01
	281 to 315	09	02	01	01	02	01
	316 to 350	10	02	01	01	03	02
	351 to 385	11	02	01	01	03	02
	386 to 420	12	03	02	01	03	02
	421 to 455	13	03	02	01	03	02
	456 to 490	14	03	02	01	03	02
	491 to 525	15	03	02	01	03	02
	526 to 560	16	03	02	01	04	02
	561 to 595	17	03	02	01	04	02
	596 to 630	18	04	02	01	04	02
	631 to 665	19	04	02	01	04	02
	666 to 700	20	04	02	01	04	02
	701 to 735	21	04	02	01	04	02
	736 to 770	22	04	02	01	05	02
	771 to 805	23	04	02	01	05	02
	806 to 840	24	05	02	01	05	02
	841 to 875	25	05	02	01	05	02
	876 to 910	26	05	02	01	05	02
	911 to 945	27	05	02	01	06	02
	946 to 980	28	05	02	01	06	02
	981 to 1015	29	05	02	01	06	02
	1016 to 1050	30	05	02	01	06	02
Assistants (Class IV):							
The Chief Superintendent/ Principal is authorized to appoint one Peon/ Attender per room plus one office peon subject to the condition that the Principal certifies to the effect that the peons or attenders engaged for the work are permanently employed and are in the pay roll of the college and the Principal should name the peons/ attenders who were engaged in the examination duties:							
NOTE: Same range will be applied for more than 1050 candidates also.							

Miscellaneous items:	
Distribution of question papers/answer books/ examn.stationery and collection of answer scripts from various examn. Centres, etc.	
1) Superintendent/ Clerk	Special allowance Rs.100.00 per head
2) Attender/ Peon	Loading charges Rs. 150.00 Unloading charges Rs. 150.00 per vehicle per day.
Contingent allowance for outstation revaluation	Rs. 250.00 per day
Pulling out answer scripts for Revaluation	Re. 1.00 per script
Masking the marks (pasting) & attaching marks list to answer scripts	Rs. 1.50 per script

NOTE:

1. The rates of remuneration shall be paid to the external examiners and to the teachers who are not drawing the UGC/AICTE pay scales.
2. The revised rates are retrospectively effected only to the teachers involved in U.G./P.G. Central Valuation of April/ May 2011 examinations. All other rates shall come into effect from the October/ November 2011 examinations.
3. The claims shall be made according to the rate list.
4. During Central Valuation the daily allowance and local conveyance allowance will not be restricted for fractions of prescribed number of scripts on the last day of examination. Fraction of 1 or 2 scripts shall be ignored. In case of subjects wherein the available scripts are less than prescribed limit it will be counted for full D.A./L.C.A.

REGISTRAR (EVALUATION)