

NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Temporary Campus – Govt. ITI, Srinagar (Garhwal), Uttarakhand

[Advt.No.10/2019; Date: 17.09.2019

SPECIAL RECRUITMENT DRIVE FOR ACADEMIC STAFF

1. National Institute of Technology, Uttarakhand, is one among 31 NITs established by the Government of India by an Act of the Parliament, offering UG, PG and Ph.D. programs in Engineering/Technology and Sciences. NIT Uttarakhand offers career opportunity to those who are interested in Teaching and Research. The Institute is new (established in 2009), growing fast and hence offers a unique opportunity for faculty to contribute in creation of new facilities. NIT Uttarakhand is also provides excellent ambience for academic research and co-curricular activities.
2. The Institute invites applications for the Academic Staff at the level of **Assistant Professor (Gr-I & II)** from Indian nationals, possessing excellent academic background, commitment to quality teaching, potential for carrying out outstanding research, and an inclination towards institutional development. **Interested candidates must apply ONLINE only through the Institute website <https://www.nituk.ac.in>. Applications received through any other mode shall not be accepted and summarily rejected.** Every completed online application shall be identified by a **unique application reference number**, which should be used in any future communication. The candidates are advised to download the same from Institute website and send hard copy of the downloaded PDF of the filled application form along with the self-attested copies of the relevant testimonials, certificates, enclosures etc. by speed post/registered post/courier to:

**The Registrar
National Institute of Technology, Uttarakhand
Temporary Campus: Govt. ITI,
Srinagar (Garhwal), Uttarakhand-246174, INDIA**

failing which their candidature will not be considered. Last date of online Application is 15.12.2019 upto 05:30 pm and last date for receiving the Hard Copy of the downloaded PDF of the filled application form at NIT Uttarakhand alongwith self-attested copies of all documents and duly filled in **Annexure–IV, V & VI** is 31.12.2019 upto 05:30 pm. The envelope containing the application be super scribed as **“APPLICATION FOR THE POST OF ASSISTANT PROFESSOR (GRADE-I & GRADE-II) IN THE DEPARTMENT OF _____”**.

3. **Name of the Post(s) with Pay Scales and Number of Vacancies:**

ASSISTANT PROFESSOR (Grade-I and Grade-II) *				
S. No.	Department/Discipline	No. of Post	Category	Pay Scales (Amount in ₹)
1.	Electrical Engineering	05	SC-03 ST-02	Assistant Professor (Grade-I) (AGP ₹8000/-)
2.	Electronics Engineering			Pay Level 12(1) as per 7 th CPC alongwith allowances admissible as per Institute norms.
3.	Civil Engineering			Basic Pay: ₹1,01,500/-
4.	Mechanical Engineering			Assistant Professor (Grade-II) (AGP ₹7000/-)
5.	Computer Science & Engineering			(On contract for Five Years)
6.	Social Sciences			Pay Level 11(2) as per 7 th CPC along with allowances admissible as per Institute norms
				Basic Pay: ₹71,000/-

* **Internal faculty members who are eligible may apply for Assistant Professor Grade-II (AGP Rs.7000/-) (on contract for five years) and Assistant Professor Grade-I, (AGP ₹8000/-) against their own vacancies, as per schedule 'E' of the NIT Statutes (Amended 2017) (Ref. Note-1(5) Gazette of India No.651, dated 24th July, 2017).**

- 3.1 A panel of eligible candidates will be prepared as per recommendation of Selection Committee and vacancies that arise within one year will be filled up in sequence from the same panel.
- 3.2 The number of vacancies may increase or decrease.
- 3.3 The panel of candidates can be created for appointment against future vacancies and new sanctions.

4. The essential/desirable qualifications and experience / age criteria for the above post(s), as per the provisions of Recruitment Rules for faculty, are as under:

S. No.	Post	Educational Qualification, experience and age limit	Credit points required
1.	Assistant Professor (Grade-I) Pay Level 12(1) as per 7 th CPC alongwith allowances admissible as per Institute norms.	Essential Qualification: Ph.D. Relevant Experience: 03 years after Ph.D. or 06 years total teaching and research experience in reputed academic Institute / R&D Labs / relevant industry	20 Cumulative Essential Credit Points as per Recruitment Rules (Annexure-I)
2.	Assistant Professor (Grade-II) Pay Level 11(2) as per 7 th CPC alongwith allowances admissible as per Institute norms.	Essential Qualification: Ph.D. Relevant Experience: One year post Ph.D. experience of Teaching and Research in Institution of repute or Industry	10 Cumulative Essential Credit Points as per Recruitment Rules (Annexure-I)

NOTE:

- i) The relevant Recruitment Rules for faculty and clarifications thereon, are available on Institute website <https://www.nituk.ac.in>. The candidates are advised to refer the same before filling the online application form.
- ii) All new entrants shall have Ph.D. in the relevant or equivalent discipline and shall have first class in preceding degrees (**'preceding degrees'** means Bachelors' Degree onwards).
- iii) Candidates having Ph.D. directly after B.Tech. may also apply and shall be considered eligible, if they fulfill other criteria.
- iv) In case first class is not mentioned in the preceding degrees, then the candidates should have passed and secured at least 6.5 CGPA (on a 10 point scale) or 60% marks in aggregate. Conversion from CGPA to percentage or vice versa given by individual Institute/University will not be considered / allowed for determination of eligibility.
- v) In case the candidate has passed and secured CGPA under any other point scale (other than 10 point scale), then certificate issued by the authorized signatory (not the Mentor/Supervisor/Head of the Department) of the Institute/University to the effect of having secured first class in such degree must be attached. Alternately, the CGPA may be equivalently converted on 10 point scale for determination of eligibility.
- vi) There is provision for inducting faculty from industry (or comparable organizations) with substantial professional and R&D experience, but not having a Ph.D. degree. If in the opinion of the Scrutiny Committee, candidates having good number of publications in leading journals of the field, the requirement of Ph.D. degree may be waived.
- vii) Guidelines / Procedures issued by MHRD vide notifications No.F.No.33-9/2011-TS.III dated 13th November, 2017, 6th October, 2017, 17th November, 2017, 4th December, 2017, 31st January, 2018, 20th April, 2018, 16th April, 2019 or any other relevant notifications, if any, issued by MHRD till the date of interview, shall also be applicable with this advertisement.
- viii) Number of vacancies may be increased / decreased without any notification. Reservation in Direct recruitment shall be applicable as per Govt. of India Norms (The Gazette of India, Part II., Section

- ix) To avoid in-breeding, candidates who have obtained their most recent degree (Ph.D.) from this Institute will normally be not considered for recruitment, except where there is a 3 years gap between award of Ph.D. degree (provisional or final) and the last date of submission of application forms under this advertisement.
- x) All recruitment and pay-fixation shall be done by the Board of Governors (BoG) of the Institute, only on the recommendations of duly constituted Selection Committee. The decision of the Appointing Authority shall be final. There shall be no scope of fixing of altering pay (pay in pay matrix level) outside the Selection Committee. The Selection Committee shall be the only entity empowered to consider the past services and qualifications of a candidate. Candidate from Government/Semi-Government/Autonomous Bodies/Statutory Bodies/PSUs/PSBs service seeking pay protection must make claim before selection committee at the time of Personal Interview for necessary recommendation to avail protection. No requests for higher pay/ pay protection not recommended by the Selection Committee will be entertained before or after joining.
- xi) The higher starting pay and /or Pay Matrix Level may be offered to deserving candidates on recommendation of the Selection Committee and thereafter approval of the Board of Governors. Selection Committee may also offer lower faculty position, than the post one has applied for.
- xii) Apart from merit, the specialization of a candidate within a department will play a vital role in selection. Candidate with specialization in greater need by the department will be given preference. Candidates with studentship or work experience in reputed Universities, Institutions or Industry or with greater relevance to the academic programmes of the department will be given preference. The Institute's decision on reputation of other Universities/Institute will be binding.

5. The specializations required for Direct recruitment for the posts of Assistant Professor in various Departments/Disciplines:

S.No.	Department/Discipline	Preferred Specialization in Ph.D.
1.	Electrical Engineering	<p>Power Electronics and Drives: Renewal energy system; Induction Generator (DFIG & SFIG); Battery management controller design; integration and management of energy storage device; DC microgrid; Electric Vehicle; Multilevel Inverter; DSP/ microcontroller/FPGA based electric <i>drives</i> and power converter and other relevant fields</p> <p>Power System: High Voltage engineering; FACTS; HVDC; Power Quality Improvement; High voltage Engineering/Application of artificial intelligence technique to power system; Distributed Generation; Smart Grid Technology; Conditioning and monitoring of Electrical equipment; Power System Stability: Transient, Voltage, Frequency Stability; Demand Side Management in Power System; Microgrid; Power System Planning and Design and other relevant fields</p> <p>Control System: Sliding Mode Controller; Internal model controller; Fractional Order Controller; Model predictive controller; Robotics; State Feedback controller ; LQR control; Non-minimal phase control and relevant fields; Non-Linear Systems and control; Model Order Reduction and other relevant fields</p>
2.	Electronics Engineering	VLSI Design/Biomedical Signal Processing/ Embedded System Design/Digital Signal Processing/Advanced Communications Systems/Communication Networks/RF and Microwaves/Wireless Communications/ Speech Recognition / Speech Processing/Digital Image processing and other relevant fields

S.No.	Department/Discipline	Preferred Specialization in Ph.D.
3.	Civil Engineering	Structural Engineering/Transportation Engineering/Geo-technical Engineering/Environmental Engineering/Water resource Engineering/Geomatics Engineering and other relevant fields
4.	Computer Science & Engineering	Cryptology and Network Security/Image Processing and Computer Vision/Machine Learning, Artificial Intelligence, Big Data Analytics/Cloud Computing/Multimedia Analysis/Mobile and Distributed Computing, Parallel Computing/Wireless Ad Hoc and Sensor Networks, Software-Defined Networking (SDN)/Internet of Things (IoT)/Theoretical Computer Science, Compiler Design and Formal Theory of Programming Languages and other relevant fields
5.	Mechanical Engineering	Thermal Engineering, Design Engineering, Production Engineering and relevant fields
6.	Social Sciences	Social Sciences –Sociology/History/Economics/ Psychology/Management and other relevant fields

6. Age Limit:

Fresh appointment beyond the age of 60 years is discouraged except in the case of faculty with exceptionally brilliant research career and with on-going or approved externally funded research project.

7. The Shortlisting criteria shall be as follows:

Mere fulfilling the minimum eligibility criteria shall not entitle an applicant to be called for presentation and/or Personal Interview. The Institute reserves the right to set higher norms for scrutiny than minimum prescribed to limit applications to a reasonable number. The areas of specialization and the post/level applied for will be taken into account while shortlisting, giving due consideration to the specific requirements of the individual Departments. Hence, different Departments may have different shortlisting criteria which may vary for different posts within the same Department. MHRD guidelines received from time to time for this purpose will be followed. The decision of the Institute related to all matters pertaining to the recruitment shall be final and binding on the applicant. Candidates are required to go through the details of posts and instructions included herewith before applying to ensure their eligibility for the post.

8. Facilities extended to the regular faculty members of NIT Uttarakhand.

As per the norms, the Institute extends following facilities to its regular faculty members, which may change from time to time:

- Financial assistance for attending National/International conferences for presenting research papers, sponsored training in India and abroad, membership of professional societies etc., under the scheme of Cumulative Professional Development Allowance (CPDA).
- Medical Facilities to faculty and his/her dependent family members as per Institute norms.
- Reimbursement of tuition fees for two children studying up to class XII as per Government of India norms.
- Transportation Allowances as per Government of India norms.
- Leave Travel Concession (By Air) to faculty and his/her dependent family members for each year to visit Hometown as per Government of India norms.

- vi. Telephone Allowance, Newspaper Allowance, Brief Case Allowance etc. as per Government of India norms.
- vii. Fresh appointees shall be covered under the New Pension Scheme (NPS-2004) as per Government of India norms.
- viii. Special Casual Leave (SCL) for attending the academic activities outside the Institute.
- ix. The Paternity Leave to the male employee, Maternity Leave and Child Care Leave to the female employee shall be granted as per Government of India norms.

9. General Instructions

- 9.1 The Institute will retain completed online applications data for non-shortlisted candidates only for three months after completion of recruitment process.
- 9.2 Candidates who wish to apply for more than one post should apply separately for each post in the prescribed manner and separate application must be submitted for each post.
- 9.3 Applications which are not in prescribed form / without relevant supporting enclosures may be out rightly rejected. No correspondence will be entertained in this regard.
- 9.4 Request for individual acknowledgements shall not be considered. Those who want acknowledgement may send their applications by Speed Post/Registered Post/Courier.
- 9.5 Candidates should indicate two references of eminent persons in the field/ profession who may be contacted by the Selection Committee for their recommendations. Shortlisted/Screened candidates will have to arrange recommendations from these references, to be sent directly to the Director, NIT Uttarakhand.
- 9.6 ***Only candidates who are located outside the country or otherwise who are not in a position of attending Personal Interview, may be interviewed over Video Conferencing or be selected in absentia at the discretion of the Selection Committee.***
- 9.7 NIT Uttarakhand strives to have a workforce which also reflects gender balance and hence, female candidates are especially encouraged to apply.
- 9.8 As an Institute of national importance, NIT Uttarakhand strives to have a workforce which reflects an all-India character and hence candidates from all over the country are encouraged to apply.
- 9.9 The Scrutiny Committee of the Institute has the right to set higher norms than minimum and change the areas of specialization while shortlisting, taking into account the specific requirements of the individual departments of the Institute. The shortlisting norms may not be uniform across the departments of the Institute and will be binding on the applicants. The decision of the Institute, related to all matters pertaining to the recruitment shall be final and a binding on the applicants. Any dispute arising during the document verification stage, will be dealt by the Selection Committee and the decision of the Selection Committee shall be final.
- 9.10 The date for determining eligibility of candidates in every respect i.e. qualifications, experience and preferred age limit etc. shall be considered as on 31/12/2019, i.e. the last date of the advertisement.
- 9.11 In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.
- 9.12 More than six months of experience in relevant regular position in any organization will only be counted in total experience. The decision of the Scrutiny Committee/selection Committee, related to all such matters shall be final and binding on the applicants.

- 9.13 In addition to facing the Selection Committee, the shortlisted candidates may be required to appear for presentation/seminar in the respective departments.
- 9.14 The personal interview shall be conducted at NITUK–Parent Campus, Srinagar (Garhwal).
- 9.15 The shortlisted candidates shall be required to appear for the presentation and/or Interview.
- 9.16 The candidates attending the Personal Interview shall be paid to & fro second class railway fare by shortest route by an electronic transfer at a later date, subject to production of valid tickets and caste/PWD certificate. SC/ST/ Divyaang candidates already in Central/State Government organizations, Autonomous Body, Public Sector Units etc. service are not eligible for the same. The claim may be provided in the prescribed proforma (**Annexure-VII**).
- 9.17 Mere fulfillment of eligibility criteria does not guarantee candidates being called for Personal Interview. The Institute reserves the right to restrict number of candidates to be called for Personal Interview by short-listing the applications on the basis of higher benchmark for short-listing criteria as may be decided by the Institute.
- 9.18 Persons serving in Govt. / Semi Govt. / PSUs / Universities / Educational Institutions should send their applications either **THROUGH PROPER CHANNEL** or should furnish a **NO OBJECTION CERTIFICATE** from the Competent Authority of the organization they are serving, at the time of interview. They can, however, send advance copy of the filled application form and mention the same on the first page of the application form. However, their candidature shall be considered only if copy, through proper channel, is received by the Institute before document verification stage. The decision of the selection committee, on this issue, shall be binding on the candidates.
- 9.19 Original documents along with one set of self-attested copies will have to be produced at the time of Interview for verification.
- 9.20 The applicants are advised to visit the Institute website www.nituk.ac.in regularly. The list of candidates shortlisted for further participation in the selection process such as presentation/Interview etc. will be displayed on the Institute website. No separate communication/intimation in this regards shall be made by the Institute.
- 9.21 Any vigilance/disciplinary cases should not be pending against the candidates working in the any Govt. Organizations. In such cases, application shall not be considered or scrutinized.
- 9.22 The Institute reserves the right not to fill up the posts, cancel the advertisement in whole or in part, without assigning any reason and its decision in this regard shall be final.
- 9.23 The number of posts may increase or decrease, provided sanction is received from MHRD for the posts more than advertised or some vacancy arises after the advertisement.
- 9.24 Incomplete applications or applications without relevant supporting enclosures or applications not in prescribed form will be out rightly rejected. The Institute will not be responsible for any postal delay. Interim correspondence will not be entertained or replied to.
- 9.25 All related certificates, in original, proving the eligibility are mandatory to be produced during document verification. Without original certificates proving eligibility, candidature shall be out rightly rejected at the time of document verification.
- 9.26 The decision of the NIT Uttarakhand in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), selection and allotment of posts/organizations to selected candidates will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

9.27 The candidate should not have been convicted by any Court of Law.

9.28 In case any information given or declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to the appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.

9.29 Legal disputes, if any, with National Institute of Technology, Uttarakhand will be restricted within the jurisdiction of Nainital, Uttarakhand only.

9.30 Helpline e-mail ID for technical query and form submission is help2019@nituk.ac.in and for any administrative query is nitukrecruitmentcell@gmail.com.

10. Documents/Certificates

The following Documents/Certificates, in original along with one set of photocopy, are required to be brought along with the printout of the Online Recruitment Application PDF, at the time of presentation/Interview, failing which the candidature would summarily be rejected and candidate would be debarred from further participation in the selection process.

10.1 Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating date of Birth in support of their claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating date of Birth will be considered.

10.2 Higher Secondary / Class XII (or equivalent) board marks sheet.

10.3 Degree certificate along with mark sheets pertaining to all the academic years as proof of educational qualification claimed. In the absence of a particular Degree certificate, mark sheets of the Degree program will be accepted.

10.4 The Caste/Tribe/Community certificates in the proforma prescribed and issued by the DOPT, Govt. of India vide letter no.F.No.36028/1/2014-Estt. (Res.) dated 3rd September, 2015 will only be accepted as sufficient proof in support of a candidate's claim to belong to Schedule Caste/ Schedule Tribe/ Other Backward Class. The SC and ST certificates must be produced in the prescribed proforma (**Annexure-II**).

Relevant Caste/Tribe/Community certificates are required to be submitted with duly completed application form. No other certificate will be accepted as a sufficient proof.

The caste of the candidate must be in the state-wise central list of SCs given at <http://socialjustice.nic.in/UserView/PrintUserView?mid=76750> or <http://www.socialjustice.nic.in/UserView/index?mid=76750>

The caste of the candidate must be in the state-wise central list of STs given at <https://tribal.nic.in/ST/LatestListofScheduledtribes.pdf>

10.5 The **Divyaang** candidates shall be required to submit the Disability/Medical Certificate in the proforma prescribed and issued by the competent medical authorities for the purpose of employment as per Government of India norms with duly completed application form. Persons suffering from not less than 40% of the disability shall only be eligible for the benefit of reservation under this category. The certificate will be rejected if the disability is less than 40%. The Divyaang certificate must be produced in the prescribed proforma (**Annexure-III**).

10.6 Photo identity card (issued by govt. agency/last attended Institution/University).

- 10.7 NOC and experience Certificate(s) from the Head(s) of Organization(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay, Academic Grade Pay (AGP)/Pay Matrix Level and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s).
- 10.8 Credit Point Calculation Sheet (**Annexure-IV, V & VI**) is to be filled by the applicant for the post applied and to be submitted along with Hard copy of the Application Form.
- 10.9 Any other relevant documents in support of the entries filled in application form,

NOTE-I: Date of birth mentioned in Online Recruitment Application is final. No subsequent request for change of date of birth will be considered or granted.

NOTE-II: The period of experience rendered by a candidate on part time basis, daily wages, visiting/Guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.

11. Conditions for candidates from Organizations other than Educational Institutes like Industries:

Candidates who do not have experience in Educational Institutes in past 5 years or more, their overall professional work will be valued by Selection Committee as equivalent to essential/desirable qualification. This will also be applicable to candidates whose experience in past 5 years is in Institutions which do not offer PG or Doctoral Program.

12. Check List:

- Whether all details in Online application form have been filled up correctly?
- Whether Photograph uploaded?
- Whether soft copy of pdf output generated after submitting the online application form has been sent to the email nitukrecruitmentcell@gmail.com with e-mail subject "**Application for the Post of Assistant Professor (Grade – I & II) in the Department of _____?**"
- Whether pdf output generated after submitting the application form online printed, signed, and sent by post (Speed post/Registered post/Courier) alongwith self-attested copies of all documents and duly filled in **Annexure-IV, V & VI** to the following address on or before **31/12/2019**:

The Registrar
National Institute of Technology, Uttarakhand
Temporary Campus: Govt. ITI,
Srinagar (Garhwal), Uttarakhand-246174, INDIA

13. Selection Procedure:

- 13.1 All applications shall be scrutinized by the Scrutiny Committee and incomplete applications will be summarily rejected.
- 13.2 Candidates not eligible for any post mentioned in the above advertisement shall be disqualified. If Scrutiny Committee feels that candidate does not fulfill the minimum requirements for a post, he/she shall be shortlisted for suitable lower post given in the advertisement. Scrutiny of candidates will be done on the basis of qualifications and experience only. All other requirements shall be assessed by the Selection Committee. If Selection Committee feels that candidate does not fulfill the minimum requirements for the post, suitable lower post shall be offered to the candidate.

- 13.3 Shortlisted candidates shall be called for Personal Interview by email. List of the shortlisted candidates will be available on Institute website i.e. www.nituk.ac.in.
- 13.4 All the candidates appearing for Personal Interview will have to make a presentation for 05 minutes about himself/herself followed by a 10 minutes presentation on a topic relevant to the specialization applied for and also a brief presentation about the research project they wish to work upon if selected. Candidate can select the topic of his / her own choice and is expected to come prepared for the presentation. Facilities like LCD projector, White Board shall be provided. The presentation shall preferably be on the best research work done by the candidate.
- 13.5 Candidates are advised to bring Photo ID Card (Driving License, Voters Card, PAN Card, Passport, Aadhaar Card, Bank Pass Book with Photo). Candidates are further advised to bring all the original documents for verification.
- 13.6 Last date of online Application is 15-12-2019 upto 05:30 pm and last date for receiving the Hard copy at NIT Uttarakhand is 31-12-2019 by 05:30 pm. Institute may extend the last date therefore, candidates are advised to visit the Institute website regularly.

Registrar



S.No.	Activity	Credits points
1.	External Sponsored R&D Projects and/or Patent granted (Non-Exhaustible credit points)	8 credit points per project or 8 credit points per patent as inventor (In case of more than one person in a Project, the Principal Investigator gets 5 credit points and the rest to the divided equally among other members)
2.	Consultancy Projects (Non-Exhaustible credit points)	2 Credit points @ ₹5 lakhs of consultancy, subject to maximum of 10 Credit points
3.	Ph.D. completed (including thesis submitted cases) - (Non-Exhaustible credit points)	8 credit points per Ph.D. student. (In case there are more than one supervisor, then the Guide (1 st Supervisor) gets 5 credit points per students and the rest to be divided equally among other supervisor(s))
4.	One Journal papers in SCI/Scopus (Paid Journals not allowed) – (Non-Exhaustible credit points)	4 point per paper since the last promotion. First author/Main supervisor will get 2 and rest will be divided among others.
5.	One Conference paper indexed in SCI/ Scopus/Web of science Conference/ any internationally renowned conference.	1 credit points per paper up to a maximum of 10 credit points. First author/Main supervisor will get 0.6 and rest will be divided among the rest.
6.	HoD, Dean, Chief Warden, Professor Incharge (Training & Placement), Advisor (Estate), CVO, PI (Exam), TEQIP (Coordinator)	2 points per semester up to a max of 16 credits points since the last promotion.
7.	Warden, Assistant wardens, Associate Dean, Chairman/Convener Institute academic Committees, Faculty In-Charge Computer Center/IT Services /Library/Admission/Student activities and other Institutional activities.	1 Credit point per Semesters up to a maximum of 8 credits points since the last promotion.
8.	Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in charges. (Each for one year duration) of different Units or equivalent.	0.5 credit point per semesters up to a maximum of 3 credits points since the last promotion.
9.	Departmental activities identified by HoD like lab in charges, or department level committee for a minimum period of one year.	0.5 credit point per semesters up to a maximum of 3 credits points since the last promotion.
10.	Workshop/FDP/short term courses of min 05 working days duration offered as coordinator or convener	2 credit point per course up to a maximum of 8 credits since the last promotion.
11.	For conducting national programme like Global initiative of Academic Networks etc. as course coordinator Program of 2 week duration Program of 1 week duration	2 credit points per course up to a maximum of 4 credit points since the last promotion. 1 credit points per course up to a maximum of 2 credit points since the last promotion.
12.	National/International conference organized as Chairman/Secretary	3 credit point per program up a maximum of 6 credits points since the last promotion.
13.	Length of service over and above the relevant minimum teaching experience required for a given cadre.	2 credit points per semester with maximum of 10 credit points since the last promotion.
14.	Establishment of New Lab(s)	4 credit points since the last promotion.
15.	Theory Teaching of over and above 6 credit hrs. course	1 credit point or credit hrs. up to a maximum of 6 credit points since the last promotion.
16.	Post Graduation Dissertation Guided	0.5 credit points per project to a maximum of 10 points since the last promotion.
17.	Under Graduate Projects	0.25 credit points per project up to a maximum of 4 points since the last promotion.
18.	Text/Reference Books published on relevant subjects from reputed international publishers	6 credit points per book up to a maximum of 18 points since the last promotion.
19.	Text/Reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers	2 credit points per unit up to a maximum of 6 points since the last promotion.
20.	Significant outreach Institute out Activities	1 credit points point per activity up to a maximum of 4 credit points since the last promotion.
21.	Fellow IEEE, FNA, FNAE, FNASc (Non-Exhaustible credit points)	10 credit points
22.	Placement percentage (only for the placement Cell Officer or Faculty Incharge of Placement)	
	Above 85%	4 credit points per year upto a maximum of 20 points since the last promotion.
	75%-84% (% to be based on total no of students passing out and single job offer)	2 credit points per year upto a maximum of 10 points since the last promotion.

NOTE: Refer Schedule 'E' NITs Statutes (issued vide Gazette of India dated July, 24 2017) and the recruitment rules for faculty.

**THE FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES
CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA.**

This is to certify that Shri/Shrimati/Kumari _____ son/daughter of
_____ of village/town _____ in District/Division
_____ of the State/Union Territory _____ belongs to the _____
Caste/Tribes which is recognized as a Scheduled Castes/Scheduled Tribes under:

- @The Constitution (Scheduled Castes) Order, 1950
- @The Constitution (Scheduled Tribes) Order, 1950
- @The Constitution (Scheduled Castes) Union Territories Order, 1951
- @The Constitution (Scheduled Tribes) Union Territories Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976, the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987]

- @The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956
- @The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment Act), 1976
- @The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962
- @The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962
- @The Constitution (Pondicherry) Scheduled Castes Order, 1964
- @The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967
- @The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968
- @The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968
- @The Constitution (Nagaland) Scheduled Tribes Order, 1970
- @The Constitution (Sikkim) Scheduled Castes Order, 1978
- @The Constitution (Sikkim) Scheduled Tribes Order, 1978
- @The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
- @The Constitution (SC) Order (Amendment) Act, 1990
- @The Constitution (ST) Order (Amendment) Act, 1991
- @The Constitution (ST) Orders (Second Amendment) Act, 1991
- @The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act, 2002
- @The Constitution of (Scheduled Castes) Order (Amendment) Act, 2002
- @The Constitution of (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati
_____ Father/mother _____ of Shri/Srimati/
Kumari _____ of village/town _____ in
District/Division _____ of the State/Union Territory _____
who belongs to the _____ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe
in the State/Union Territory of _____ issued by the _____ dated _____.

Shri/Shrimati/Kumari _____ and/or his/her family ordinarily reside(s) in
village/town _____ of _____ District/Division
_____ of the State/Union Territory of _____.

Date:
Place:

Signature
Designation
Official Seal

NOTE: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue OBC Certificate:

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/* Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner. (*not below of the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep).

**THE FORM OF CERTIFICATE TO BE PRODUCED BY PHYSICALLY HANDICAPPED CANDIDATES
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA.**

NAME & ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No. _____

Date: _____

DISABILITY CERTIFICATE

Recent Photograph of the candidate showing the disability duly attested by the Chairperson of the Medical Board.

This is certified that Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ age _____ sex _____ identification mark(s) _____ is suffering from permanent disability of following category:

A. Locomotor or Cerebral Palsy:

- | | | |
|-------|---|--|
| (i) | BL – Both legs affected but not arms | |
| (ii) | BA – Both arms affected | (a) Impaired reach
(b) Weakness of grip |
| (iii) | BLA – Both legs and both arms affected | |
| (iv) | OL – One leg affected (right or left) | (a) Impaired reach
(b) Weakness of grip
(c) Ataxic |
| (v) | OA – One arm affected | (a) Impaired reach
(b) Weakness of grip
(c) Ataxic |
| (vi) | BH – Stiff back and hips (cannot sit or stoop) | |
| (vii) | MW – Muscular weakness and limited physical endurance | |

B. Blindness or Low Vision:

- (i) B – Blind
(ii) PB – Partially blind

C. Hearing impairment:

- (i) D – Deaf
(ii) PD – Partially deaf

(Delete the category whichever is not applicable)

This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended/is recommended after a period of _____ years _____ months.

Percentage of disability in his/her case is _____ percent.

Shri/Smt./Kum. _____ meets the following physical requirements for discharge of his/her duties:

- | | | |
|--------|--|--------|
| (i) | F–Can perform work by manipulating with fingers. | Yes/No |
| (ii) | PP–Can perform work by pulling and pushing. | Yes/No |
| (iii) | L–Can perform work by lifting. | Yes/No |
| (iv) | KC–Can perform work by kneeling and crouching. | Yes/No |
| (v) | B–Can perform work by bending. | Yes/No |
| (vi) | S–Can perform work by Siting. | Yes/No |
| (vii) | ST–Can perform work by standing. | Yes/No |
| (viii) | W–Can perform work by walking. | Yes/No |
| (ix) | SE–Can perform work by seeing. | Yes/No |
| (x) | H–Can perform work by hearing/speaking. | Yes/No |
| (xi) | RW–Can perform work by reading and writing. | Yes/No |

(Dr. _____) (Dr. _____) (Dr. _____)
Member Member Member
Medical Board Medical Board Medical Board

Countersigned by the Medical
Superintendent/CMO/Head of Hospital
(With seal)

* Strike out whichever is not applicable.

अभ्यासाध्यरयेतः विद्या

CREDIT POINT SUMMARY SHEET

Candidate Name : _____
 Post Applied for : _____
 Department : _____

S.No.	Activity	No.	Credit Points	Total
1.	(a) Externally Sponsored R&D Projects (Non-Exhaustible credit points)			
	(i) As PI			
	(ii) As Co-PI			
	(b) Patent(s) Granted			
2.	Consultancy Projects [Max 10 Credit Points] (Non-Exhaustible credit points)			
	(i) As PI			
	(ii) As Co-PI			
3.	Ph.D. Completed (including submitted cases) (Non-Exhaustible credit points)			
	(i) As Sole Supervisor			
	(ii) As First Supervisor			
	(iii) As Co-Supervisor (s)			
4.	Journal Papers in SCI/Scopus (Paid Journal not allowed) (Non-Exhaustible credit points)			
	(i) As First Author/Main Supervisor			
	(ii) As Co-Author			
5.	Conference Papers indexed in SCI/Scopus/Web of Science Conference /any Internationally Renowned Conference [Max 10 Credit Points]			
	(i) As First Author/ Main Supervisor			
	(ii) As Co-Authors/ Co-Supervisor			
6.	HOD, Dean, Chief Warden, Prof In-Charge(T&P), Advisor (Estate), CVO, PI (Exam), TEQIP (Coordinator) [Max 16 Credit Points since last promotion]			
	Position	No of Sem		
	(i)			
	(ii)			
	(iii)			
7.	Warden, Asst Warden, Associate Dean, Chairman/Convener Institute academic committee, Faculty In Charge Computer Center/IT Services/ Library/Admission/Student activities and other Institution activities [Max 8 Credit Points since last promotion]			
	Position	No of Sem		
	(i)			
	(ii)			
	(iii)			
8.	Chairman and Convener of different standing committee and special committee (ex officio status will not be considered). Faculty in charges (each for one year duration) of different units or equivalent (Max 3 Credit Points since last promotion)			
	Position	No of Years		
	(i)			
	(ii)			
	(iii)			
9.	Departmental activities identified by HOD like lab in charges, or department level committee for a min period of 1 year (Max 3 Credit Points since last promotion)	No of Sem/Yr		
	Activity			
	(i)			
	(ii)			

S.No.	Activity	No.	Credit Points	Total
	(iii)			
	(iv)			
10.	Workshop/FDP/Short term courses of min 05 working days duration offered as Coordinator or Convener (Max 8 Credit Points since last promotion)	_____ Nos		
11.	For conducting national programs like GIAN etc. as Course Coordinator [max 4 credit points (for 2 weeks duration program) , max 2 credit points (for 1 week duration program) since last promotion]			
	(i) Program of 2 Weeks duration	_____ Nos		
	(ii) Program of 1 week duration	_____ Nos		
12.	National/International Conference organized as Chairman/Secretary (Max 6 Credit Points since last promotion)	_____ Nos		
13.	Length of service over and above the relevant minimum teaching experience required for a given cadre (Max 10 Credit Points since last promotion)	_____ Nos		
14.	Establishment of New Lab(s) (4 Credit points since last promotion)	_____ Nos		
15.	Theory Teaching of over and above 6 credit hrs course (Max 6 Credit Points since last promotion)	_____ Credit		
16.	Post Graduation Dissertation Guided (Max 10 Credit Points since last promotion)	_____ Nos		
17.	Under Graduate Projects (Max 4 Credit Points since last promotion)	_____ Nos		
18.	Text or Reference Books Published on relevant subjects from reputed international publishers (Max 18 Credit Points since last promotion)	_____ Nos		
19.	Text or Reference Book Published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers (Max 6 Credit Points since last promotion)	_____ Nos		
20.	Significant Outreach Institute out Activities (Max 4 Credit Points since last promotion)			
21.	Fellow IEEE, FNA, FNAE, FNASc (Non-Exhaustible credit points) [Max 10 Credit Points]			
22.	Placement % (Only for the placement cell officers or Faculty incharge of Placement) (since last promotion) [Placement % above 85%, max 20 points since last promotion, Placement % from 75%- 84%, max 10 points since last promotion].			
Total Credit Points				

For the calculation of Credit Point refer **Annexure-I** (Page No.10) or refer Schedule 'E' of NIT Statutes (Amended 2017) (Ref. Gazette of India No. 651, dated July 24, 2017), link for the same is available on the website www.nituk.ac.in/RR.php.

To claim credit points in different categories, enclose relevant documents with self-attestation.

There are _____ number of enclosures with _____ pages attached along with this form.

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief. If at any time it is found that I have concealed any information or have given any incorrect data, my candidature/ appointment, may be cancelled/terminated, without any notice or compensation.

Date: _____

Place: _____

Signature of applicant

CREDIT POINT DETAILED SHEET

Candidate Name : _____
 Post Applied for : _____
 Department : _____

1. (a) Externally Sponsored R&D Projects as PI/ Co-PI (Non-Exhaustible credit points)

S.No.	Title of Project	Period	Sponsoring Organization	Amount [Rs. In lakhs]	Role (PI or Co-PI)

(b) Patent(s) Granted

S.No.	Title of Patent	Registration No.	Date of Award	Awarding Country	Co-Awardee[s], if any

2. Consultancy Projects as PI/ Co-PI (Non-Exhaustible credit points)

S.No.	Details	Period	Organization	Amount [Rs. In lakhs]	Role (PI or Co-PI)

3. Details of Ph.D. Thesis supervised (awarded / thesis submitted) as Sole Supervisor (SS) / First Supervisor (FS) / Co-Supervisor (CS) (Non-Exhaustible credit points)

S.No.	Title of Ph.D. Thesis	Role (SS/FS/CS)	Institute	Name of student[s]	Year	Status [Awarded/ Submitted]

4. Journal Papers since last promotion [paid journals not allowed] (Non-Exhaustible credit points)
Papers published in Science Citation Index (SCI) or Scopus Indexed Journals

S.No.	Details of Journal Papers (since last promotion)	Credit Points
1.	Author (s): Role (First Author/Main Supervisor/ Co-author): Title of the paper: Name of Journal: ISBN/ISSN No.: Year of Publication: Vol. No.: Page No.: From..... to..... Whether SCI and/or Scopus Indexed Journals: Source record id of SCI and/or Scopus Indexed Journals:	

5. Papers published/accepted in Conference Proceedings indexed in SCI or Scopus or Web of Science or any Internationally Renowned Conference [Max. 10 Credit Points]

S.No.	Details of Conference Proceedings	Credit Points
1.	Author (s): Role (First Author/Main Supervisor/ Co-author): Title of the paper: Name of Conference and Dates: ISBN/ISSN No.: Year of Publication: Vol. No. of the Proceedings: Page No.: From..... to..... Whether SCI/ Scopus /Web of Science /any internationally renowned Conference Proceedings: Source record id of SCI and/or Scopus Indexed Conference Proceedings:	

6. HOD, Dean, Chief Warden, Prof In-Charge(T&P), Advisor (Estate), CVO, PI (Exam), TEQIP Coordinator **[Max 16 Credit Points since last promotion]**

S.No.	Position held	No. of Semesters	Period	
			From	To

7. Warden, Asst Warden, Associate Dean, Chairman/Convener Institute Academic Committee, Faculty In-Charge Computer Center/IT Services/Library/Admission/Student activities and other institution activities **[Max 8 Credit Points since last promotion]**

S.No.	Position held	No. of Semesters	Period	
			From	To

8. Chairman and Convener of different standing committees and special committees (ex officio status will not be considered). Faculty in charges (each for one yr duration) of different units or equivalent **[Max 3 Credit Points since last promotion]**

S.No.	Position held	No. of Years	Period	
			From	To

9. Departmental activities identified by HODs like lab in charge, or department level committee for a min period of 1 year **[Max 3 Credit Points since last promotion]**

S.No.	Activity	No. of Years	Period	
			From	To

10. Workshop/FDP/Short term courses of min 05 working days duration offered as Coordinator or Convener **[Max 8 Credit Points since last promotion]**

S.No.	In the Capacity of	Title	Period		Organised at	Sponsored by	Amount [in lakhs]
			From	To			

11. For conducting National Programs like GIAN etc. as course coordinator **[Max 4 Credit Points (for 2 weeks duration program) , Max 2 Credit Points (for 1 week duration program) since last promotion]**
[a] Programs of 2 weeks duration

S.No.	In the Capacity of	Name of Program	Period		Organised at	Sponsored by
			From	To		

[b] Programs of 1 week duration

S.No.	In the Capacity of	Name of Program	Period		Organised at	Sponsored by
			From	To		

12. National/International Conferences organized as Chairman/Secretary **[Max 6 Credit Points since last promotion]**

S.No.	In the Capacity of	Title	Period		Organised at	Sponsored by	National / International
			From	To			

13. Length of service over and above the relevant minimum teaching experience required for a given cadre **[Max 10 Credit Points since last promotion]**

S.No.	Current cadre	Experience in Current Cadre	Over and above teaching experience

14. Establishment of New Lab(s) [4 Credit points since last promotion]

S.No.	Name of Lab	Year of Establishment	Department/Institute

15. Theory Teaching of over and above 6 credit hrs course [Max 6 Credit Points since last promotion]

S.No.	Name of the Course	Total teaching hours per week	Year and Semester

16. PG Dissertation Guided [Max 10 Credit Points since last promotion]

S.No.	Title of Dissertation/Project	Department/Institute	Name of student[s]	Co-Supervisor[s], if any	Year

17. UG Projects [Max 4 Credit Points since last promotion]

S.No.	Title of Dissertation/Project	Department/Institute	Name of student[s]	Co-Supervisor[s], if any	Year

18. Text/Reference Books Published on relevant subjects from reputed international publishers [Max 18 Credit Points since last promotion]

S.No.	Author(s)	Year of Publication	Book Title	ISBN/ISSN No.	Publisher

19. Text/Reference Books Published on relevant subjects from reputed national publishers or book chapters in the book published by reputed International publishers [Max 6 Credit Points since last promotion]

S.No.	Author(s)	Year of Publication	Book Title	Title of Chapter, if any	Page No. (if any)		ISBN/ISSN No.	National / International	Publisher
					From	To			

20. Significant Outreach Institute out Activities [Max 4 Credit Points since last promotion]

S.No.	Nature of Activity	Activity Title	Department / Institute	Period		Sponsoring Agency (if any)
				From	To	

21. Fellow IEEE, FNA, FNAE, FNASc [Max 10 Credit Points] (Non-Exhaustible credit points)

S.No.	Academic/ Professional Body	Membership ID	Period	
			From	To

22. Placement % (Only for the placement cell officers/Faculty in-charge of Placement) (since last promotion) [Placement % above 85%, max 20 points; Placement % from 75- 84%, max 10 points]

S.No.	In the Capacity of	Institute	Year	Placement %age

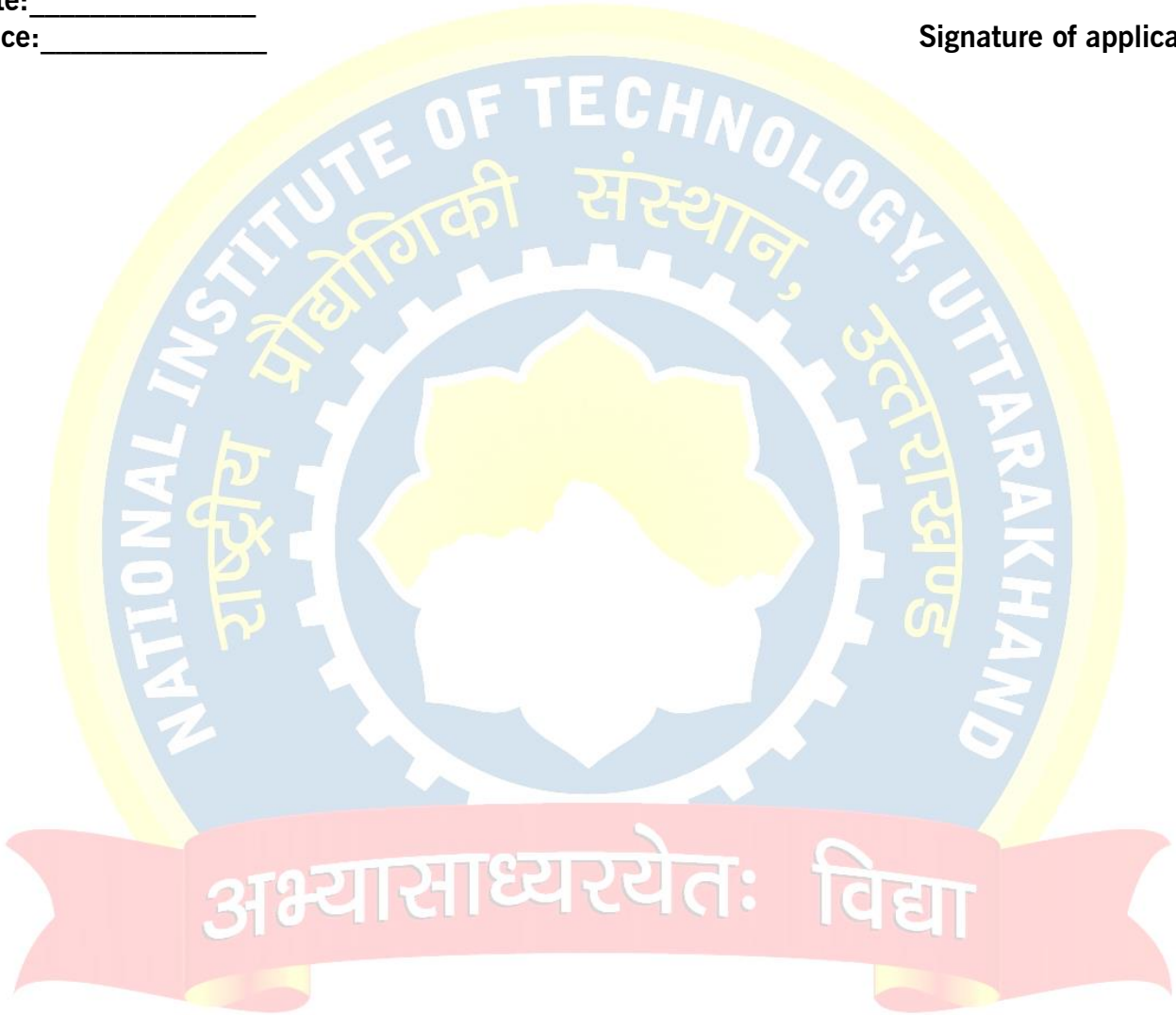
23. Any other relevant information: _____
Enclose relevant documents with self-attestation, in support of above claims (S. No. 1 to 22).
24. There are _____ number of enclosures with _____ pages attached along with this form.

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief. If at any time it is found that I have concealed any information or have given any incorrect data, my candidature/ appointment, may be cancelled/terminated, without any notice or compensation.

Date: _____
Place: _____

Signature of applicant



CREDIT POINT VERIFICATION SHEET

Candidate Name : _____
 Post Applied for : _____
 Department : _____

S.No.	Activity	Credit points Claimed	Page No.		Credit Point Verified (Leave blank for office use)
			From	To	
1.	External Sponsored R&D Projects and/or Patent granted (Non-Exhaustible credit points)				
2.	Consultancy Projects (Non-Exhaustible credit points)				
3.	Ph.D. completed (including thesis submitted cases) - (Non-Exhaustible credit points)				
4.	One Journal papers in SCI/Scopus (Paid Journals not allowed) (Non-Exhaustible credit points)				
5.	Conference Papers indexed in SCI/Scopus/Web of Science Conference /any internationally renowned conference				
6.	HOD, Dean, Chief Warden, Professor In-Charge (T&P), Advisor (Estate), CVO, PI (Exam), TEQIP (Coordinator)				
7.	Warden, Asst Warden, Asso Dean, Chairman/Convener Institute academic committee, Faculty In Charge Computer Center/IT/Services/Library/ Admission/ Student activities and other institution activities				
8.	Chairman and Convener of different standing committee and special committee (ex officio status will not be considered). Faculty in charges (each for one year duration) of different units or equivalent				
9.	Departmental activities identified by HOD like lab in charges, or department level committee for a min period of one year				
10.	Workshop/FDP/Short term courses of min 05 working days duration offered as coordinator or convener				
11.	For conducting national programs like GIAN etc. as course coordinator				
12.	National/International Conference organized as Chairman/Secretary				
13.	Length of service over and above the relevant minimum teaching experience required for a given cadre				
14.	Establishment of New Lab(s)				
15.	Theory Teaching of over and above 6 credit hrs course				
16.	Post Graduation Dissertation Guided				
17.	Under Graduate Projects				
18.	Text or Reference Books Published on relevant subjects from reputed International publishers				

S.No.	Activity	Credit points Claimed	Page No.		Credit Point Verified (Leave blank for office use)
			From	To	
19.	Text or Reference Book Published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers				
20.	Significant outreach Institute out Activities				
21.	Fellow IEEE, FNA, FNAE, FNASc (Non-Exhaustible credit points)				
22.	Placement % (Only for the placement cell officers or Faculty incharge of Placement)				
TOTAL CREDIT POINTS					

Signature of the Candidate

FOR OFFICE USE ONLY

Total Credit Point claimed : _____

Total Credit Point verified : _____

Eligible for the post of : _____

Signature of the Verification Committee

अभ्यासाध्यरयेतः विद्या

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

यात्रा भत्ता बिल / TRAVELLING ALLOWANCE BILL

नाम Name	भर्ती संख्या एवं दिनांक Recruitment No. & date
पिता/पति का नाम Father's/Husband Name	श्रेणी (अ.जा/अ.ज.जा/दिव्यांग) Category (SC/ST/PWD)
पद के लिए आवेदन Post Applied For	आवेदन संख्या Application No
मोबाईल संख्या Mobile Number	बैंक खाता संख्या Bank Account No
बैंक का नाम Bank Name	आई.एफ.एस.कोड IFSC Code
आधार संख्या Aadhaar No	यात्रा शुरू की Journey started from

यात्रा का विवरण / PARTICULARS OF JOURNEY				यात्रा का माध्यम (रेल/बस) / Mode of journey (Train/Bus etc.)	दूरी / Distance (कि.मी. / km)	किराया / Fare(₹)	टिकट संख्या / Ticket No.
प्रस्थान / Departure		आगमन / Arrival					
स्थान / Station	तिथि / Date	स्थान / Station	तिथि / Date				
कुल दावाकृत राशि / TOTAL AMOUNT CLAIMED							

प्रमाणित किया जाता है कि इस बिल में उल्लेखित सभी दावे मेरे द्वारा किए गये वास्तविक खर्चों के समरूप हैं जिसके लिए किसी अन्य स्रोत से (सरकारी/निजी/अन्य) प्रतिपूर्ति/दावे नहीं किए गए हैं।

All claims mentioned in this form correspond to actual expenditure incurred by me for which no reimbursement/claims have been made from any other source (Govt./Private/Others).

नोट / NOTE:

- कृपया बैंक पासबुक/जाति/दिव्यांग प्रमाण पत्र की प्रति संलग्न करें।/Please enclose copy of Bank Passbook/Category/PWD certificate.
- कृपया यात्रा टिकट संलग्न करें।/Please enclose travel ticket.

दिनांक / Date:

पूर्ण हस्ताक्षर / Signature in full

(कार्यालय उपयोग हेतु / FOR OFFICE USE ONLY)

Amount of ₹ _____ passed for payment towards Travelling Allowance claim.

कनिष्ठ सहायक (लेखा)
Jr. Assistant (A/cs.)

अधीक्षक (लेखा)
Superintendent (A/cs.)

सहायक कुलसचिव (लेखा)
Assistant Registrar (A/cs.)

सहायक कुलसचिव / कुलसचिव
Asstt. Registrar/Registrar