

FORM: VSSUT/SRIC/06I
SRIC: STANDARD OPERATING MANUAL-2019



No. VSSUT/ / /20

Date:

PAYMENT OF REMUNERATION TO UNIVERSITY THE STAFF

1. "Head of Account" Recurring (Sub Head: Man Power)
2. Name of Funding Agency:
3. Scheme of Project Grant:
4. Project Title:
5. Sanction Order No. and Date:
6. Name of Principal Investigator (PI):
7. Department:
8. Total Amount of Approved Grant: ₹
9. Total Approved Amount for Man Power: ₹
10. Total Released Amount for Man Power: ₹
11. Details of Expert

a. Name of University Staff	
b. Remuneration for the Period (Date)	
c. Amount of Remuneration to be paid	
d. Account No. of the University Staff	₹
e. Name of Bank	
f. IFSC Code	

12. Total Amount Paid out of approved grant till date ₹
13. Total Amount Balance out of approved grant ₹

This is certified that the University Staff has been engaged for the project work. Recommended for pass and payment of remuneration to him/her as mentioned above from the Project grant.

Principal Investigator

Co-Investigator

Head of the Department

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Remarks: Verified the details mentioned above and found satisfactory. Recorded in the project file no.

Dealing Assistant

Associate to Dean (SRIC)

Approved by Vice-chancellor on Date:

Submitted for pass and payment of the amount:

Under ₹	Passed for payment of ₹	(Rupees
only) and Paid vide Cheque No.	Date:	Voucher no.
RTGS/NEFT UTIR No.	Date:	Entered in cash book page No.
		of Bank Name:

Dealing Assistant

Comptroller of Finance