

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी  
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Gachibowli, Hyderabad – 500 032

(Accredited 'A' Grade by NAAC)

Examination Branch



MANUU/Exams-I/2018/F-64/

11<sup>th</sup> May 2018

NOTIFICATION

Sub: MANUU- Examination Branch – Norms for payment of Honorarium / Remuneration for conduct of Entrance Test Examinations for Regular & Distance Mode – Reg.

Ref: Approval of Hon'ble Vice-Chancellor's dated 10<sup>th</sup> May 2018.

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Norms for payment of Honorarium / Remuneration for all Entrance Test Examinations for Regular & Distance Mode Exams with effect from 1<sup>st</sup> May 2018 are as follows:

S.No	Position	Norms	Approved Per Session
1.	Cheif Superintendent	To be appointed by CoE	Rs. 1000/-
2.	Coordinator	As and when required (to be appointed by CoE)	Rs.1000/-
3.	Observer & Flying Squad	To be appointed by CoE	Rs. 1000/-
4.	Deputy Centre Superintendent	First Dy. Suptd. for above 500 candidates. For every additional 500 candidates, one Dy.Suptd	Rs. 800/-
5.	Invigilator	One for every 30 Students or part thereof	Rs. 700/-
6.	Clerical Staff	One for every 300 Students	Rs. 500/-
7.	Multi Task Assistant	One for every 60 Students (Minimum two MTA)	Rs. 300/-
8.	Hall Charges (Hiring accommodation charges including electricity, furniture etc)	As per the requirement (Other than MANUU Institution)	Rs. 10/- per students per shift (Minimum Rs.2000/- per session)
9.	Invigilator-cum-scribe for differently abled (VH/PH) students, if required	Scribes for PH student (Hall Ticket number should be written while claiming for the scribe)	Rs. 700/-

*S. Khan*

Gachibowli, Hyderabad – 500 032, T.S., India

Tel: +91(040) 2300-8405, (Controller of Examinations)

Tel. No.23008407 Assistant Registrar (Regular) 23008408 Assistant Regional Director


Website: [www.manuu.ac.in](http://www.manuu.ac.in)

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10.	Refreshment Charges	-	Rs.25/- for each staff per session
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- Note: 1. Postal Expenses, Contingent Expenditure & Stationery, Local Conveyance, TA/DA to Observer/Flying Squad shall be reimbursed as per receipt/GFR GOI rules.
2. The charges of generator, heating, water charges, fencing charges, Tent and Transportation charges etc., with the prior approval of CoE to be reimbursed as per ~~FOR~~ GFR.
3. One session honorarium may be paid to Centre Superintendent, Coordinator, Deputy Centre Superintendent, Observer & Supporting staff prior to conduct of ET.

  
Controller of Examination

CC to:

1. All HoDs / Deans
2. All the RD/ARDs of RC/SRCs
3. All CTEs

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