



13

DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahbad Daultapur, Main Bawana Road, Delhi-42

F.No. DTU/PG/2015/101 34160

Dated:- 2/12/15

Office Order

The Hon'ble Vice Chancellor is pleased to grant the approval for issuing the guidelines/norms for making expenditure to conduct the DRCs/SRC/BoS. The details of expenditure with ceiling are given below:-

S.No.	Activity	Charges	Remarks
1.	Honorarium for DRC/SRC/BoS	Professor/Associate Professors/ Assistant Professor Rs. 3,000/-	Only for the outside experts
2.	Honorarium for final viva-Voce Lunch during DRC/SRC/BoS	Rs. 250/- per plate	For 5-10 persons as certified by the respective HoD
3.	Expenditure on Refreshment for DRC/SRC/BoS	Rs. 40/- per plate	10-20 persons as certified by HoD
4.	TA	Travelled by Air as per entitlement By train and Bus By taxi (within NCR region) By taxi (outside NCR region) Taxi charges-outsid NCR	As per Govt. norms Economy class Actual basis Rs. 14 per KM or minimum Rs. 1,200/- 2x 400= 800 KM (max.) (Both side) @ Rs. 14 per KM on actual basis Beyond 800km @ 14 KM with perior approval of Hon'ble VC. Own car with perior approval of of Hon'ble VC.
5.	Accommodation in University Guest House	Waive off guest House charges	2 days After 2 days approval of the Hon'ble VC is required.

(Anil Kumar)
Asst. Registrar (IRD)

Copy to the following for information:

1. P.A. to the Hon' ble Vice Chancellor;
2. P.A. to the Pro Vice Chancellor;
3. P. A. to Registrar;
4. All Deans & HoDs;
5. Librarian;
6. Dy. Registrar (F/A), All Assistant Registrars;
7. Guard file.