6 माइल, सामदुर, ताबोंग -737102 गंगटोक, सिक्किम, भारत फोन-03592-251212, 251415, 251656 टेलीफैंक्स -251067

वेबसाइट - www.cus.ac.in



6th Mile, Samdur, Tadong -737102 Gangtok, Sikkim, India Ph. 03592-251212, 251415, 251656 Telefax: 251067

Website: www.cus.ac.in

(भारत के संसद के अधिनियम द्वारा वर्ष 2007 में रक्षापित और नेक (एनएसमें) द्वारा वर्ष 2015 में प्रत्यायित केरीय विश्वविद्यालय) (A central university established by an Act of Parliament of India in 2007 and accredited by NAAC in 2015)

SU/REG/Acad/F1/12/2018/Vol-II/PF-I/5&8

Dated: 17.09.2020

CIRCULAR _37 2028

Subject: Reimbursement of UGC Non-NET Contingency 2019-20.

Students enrolled for M Phil/PhD courses in academic year 2019-2020 and prior to 2019-2020 and who are receiving UGC Non-Net Fellowship are eligible for drawal of Contingency Grant @ Rs.8,000/- for Humanities Subjects and Rs.10,000/- for Science Subjects as per their entitlement.

Students are requested to submit Contingency Claim along with the supporting original invoice/bills/cash memo for year 2019-2020 to Finance Department on or before 15th October 2020.

While submitting contingency claim with Form FR-1, following guidelines should be strictly observed:

- 1. Original Tax Invoice/Invoice/Cash Memo/Paid bills with proper printed address and seal.
- 2. Bills should be duly certified by concern students, HOD/ Supervisor.
- 3. Bill date should be for the period from July 2019-June 2020.

Prescribed Format for claim of contingency Form FR-1 is enclosed for your reference.

(Debasish Pal) Finance Officer

Copy to:

- 1. PS to Vice Chancellor
- 2. PS to Registrar
- 3. PS to Finance Officer
- 4. Joint Registrar (Academics)
- 5. All Deans of Schools
- 6. Dean Students' Welfare
- 7. HoD(s)/In-charge of all Departments
- 8. President, SUSA
- 9. System Analyst with request to upload this Circular in Sikkim University Website
- 10. All Notice Board
- 11. Guard File

SIKKIM UNIVERSITY

FORM FR - 1

Gangtok - 737102

STATEMENT OF EXPENDITURE FOR REIMBURSEMENT/ADJUSTMENT

	ance Officer University					
NAME	OF PROJECT/ SCHEME	i:				
HEAD	FEXPENSES:					
			STREET, BOOK STREET, BURGERS OF		***************************************	
Please			ipts total of Rs.	(In words R	upees	
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	SES HEADs	Rs.	PAYABLE AMOUNT	Rs.		
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2.			Less Advance, if any,	987 3 7 7 3		
3. TOTAL	•		Net Payable			
	•		DECLAPATION			
declare t	hat the expenditure has been	n incurred by me for the pu	DECLARATION rpose of above Project/Research. Stock entry has been made in	Project's Stock Re	egister.	
Date:				nature of Payes (i		
Appro	ved/Recommended by		Designation	nature of Payee (i		
	PI/Co-PI					
	Expenditure		USE FINANCE SECTION Budget Provision (Net) Rs			
			Amount Committed Rs (Prior to this bill)			
	on Register Folio		Balance available Rs			
			Memo and found to be in order for sanction. The Net on of Rs.	amount Payable	e Rs.	
Entere	ed by	Checked by	Recommended for Payments	Sanction	ned	
Dealing L	DC/UDC	SO(S)/Asst.	DR (F)	Finance C	Officer	

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Circulation of Device (in full)

Signature of Payee (in full)