



# SREE VIDYANIKETHAN ENGINEERING COLLEGE (Autonomous)

(Affiliated to JNTU Anantapur, Approved by AICTE, New Delhi & Accredited by NBA)

Dt : 07-12-2010

No. SVEC/FC/02/2010

## MINUTES

The 2<sup>nd</sup> meeting of the Finance Committee was held on **06.12.2010** in the Conference Hall, Sree Vidyanikethan Engineering College.

The following members were present:

- |    |                                       |   |          |
|----|---------------------------------------|---|----------|
| 1. | Dr. P.C. Krishnamachary, Principal    | - | Chairman |
| 2. | Sri B. Ravi Sekhar, Finance Officer   | - | Member   |
| 3. | Prof. P. Venkata Ramana, Dept. of ECE | - | Member   |

The following resolutions were passed:

- Resolved to approve the proposals of TA, DA and other allowances payable to the members of Governing Body, Academic Council, Board of Studies and Staff of Sree Vidyanikethan Engineering College (Annexure-I).
- Resolved to approve the following items submitted by the Controller of Examinations, Sree Vidyanikethan Engineering College.
  - Fixation of Examination Fee (Annexure-II).
  - Remuneration payable to the Examiners, Question Paper Setters and for evaluation of answer scripts (Annexure-III).
  - TA and DA payable to the Examiners and Observers (Annexure-III).
  - Remuneration for Controller of Examinations : Rs.8000/- p.m
  - Remuneration for Additional Controller of Examinations : Rs.3000/- p.m
  - Resolved to approve other fees such as cost of application, recounting, revaluation, duplicate certificates etc. (Annexure-II).
- Resolved to submit proposals to the UGC for sanction of Autonomy Grants.

*P. C. Krishnamachary*  
Chairman, 7/12/2010  
Finance Committee

**Copy to:** Finance Committee Members  
A.O. (Admin)  
Special Officer  
File

# SREE VIDYANIKETHAN ENGINEERING COLLEGE (AUTONOMOUS)

Sree Sainath Nagar, A. Rangampet - 517 102

## T.A. & D.A. RULES

(Revised w.e.f. 06.12.2010)

	<b>Travel</b>	<b>Incidental Charges</b>	<b>Lodging</b>	<b>DA Per Day</b>	<b>Sitting Allowance/ Honorarium</b>
<b>Chairman &amp; C.E.O.</b>	Air Fare (or) 1 1/3 I Class A.C. (or) For journey performed by Road Mileage at the rate of Rs.15/- per K.M.	Rs.1000/- each way (or) Incidentals at Rs.750/- each way	Actual Hotel Charges	Rs.750/- Per day	--
<b>Governing Body Members</b>	Air Fare (or) I Class A.C. Railway fare (or) For Journey performed by Road Mileage at the rate of Rs.9/- per K.M.	Rs.500/- each way	Actual subject to a maximum of Rs.1500/- per day.	Rs.500/- per day	Rs. 2000/-
<b>Academic Council Members</b>	Air Fare (or) II Class A.C. Railway fare (or) For Journey performed by Road Mileage at the rate of Rs.9/- per K.M. 1 1/3 II Class A.C. Railway fare (or)	Rs.500/- each way	Actual subject to a maximum of Rs.1500/- per day.	Rs.500/- per day	Rs. 2000/-
<b>Board of Studies Members</b>	For Journey performed by Road Mileage at the rate of Rs.9/- per K.M.	Rs.250/- each way	Actual subject to a maximum of Rs.1500/- per day.	Rs.500/- per day	Rs. 3000/-



		Travel	Incidental Charges	Lodging	DA Per Day
<b>SVEC Staff:</b>					
<b><u>GRADE - I A</u></b> Principal / Director	Air Fare with prior permission from the Management (or) 1 1/3 II Class A.C. Railway fare (or) For Journey performed by Road Mileage at the rate of Rs.9/- per K.M.	Rs.500/- each way (or) Nil (or) Nil	Actual Hotel charges subject to a maximum of Rs.1500/-	Rs.500/- per day	
<b><u>GRADE - I B</u></b> Professors / Associate Professors/ Assistant Professors/ Lectures of SVEC/ Finance Officer	1 1/3 III A.C. Railway Fare (or) 1 1/2 Super Deluxe or High-Tech Bus Fare	- Nil -	Actual Lodging Charges subject to a maximum of Rs.1000/-	Rs.300/- per day	
<b><u>GRADE - II</u></b> C.A.O./ A.O./ P.R.O./ Engineer/ Estate Manager	1 1/3 III A.C. Railway Fare (or) 1 1/2 Super Deluxe or Hi-Tech Bus Fare	- Nil -	Actual Lodging charges subject to a maximum of Rs.1000/-	Rs.300/- per day	
<b><u>GRADE - III</u></b> A.A.O./ Superintendent	1 1/2 II Class Railway Fare (or) 1 1/2 Ordinary / Express Bus Fare	- Nil -	Actual Lodging charges subject to a maximum of Rs.600/-	Rs.250/- per day	
<b><u>GRADE - IV</u></b> Rest of the Employees	1 1/2 II Class Railway Fare (or) 1 1/2 Ordinary / Express Bus Fare	- Nil -	Actual Lodging charges subject to a maximum of Rs.400/-	Rs.200/- per day	

**NOTE:** Categories under **Grade I and II** are entitled to Local conveyance subject to a maximum of **Rs.200/-** per day. However, in special cases the actual conveyance charges will be paid with the approval of the competent authority. For **Grade III & IV** employees, the local conveyance charges will be paid subject to a maximum of **Rs.100/-** per day.

  
Chairman  
Finance Committee

**ANNEXURE - II****SREE VIDYANIKETHAN ENGINEERING COLLEGE  
(AUTONOMOUS)**

Sree Sainath Nagar, A. Rangampet – 517 102

**EXAMINATION FEE**  
(Revised w.e.f. 06.12.2010)

Particulars	B.Tech		M. Tech		MCA	
	1 <sup>st</sup> Year Rs.	Per Semester from 2 <sup>nd</sup> year onwards Rs.	Per Semester in 1 <sup>st</sup> Year Rs.	III & IV Semester Rs.	I to V Semester Rs.	VI Semester Rs.
<b><u>I. Regular</u></b>						
Whole Examinations	1100	800	1200	-	1000	-
Project Viva- Voce	-	-	-	2500	-	1500
<b><u>II. Supplementary</u></b>						
Single Subject	250	250	300	-	250	-
Two Subjects	350	350	500	-	450	-
Three Subjects	450	450	700	-	650	-
Four Subjects	550	-	-	-	-	-
Four and Above Subjects	-	800	1200	-	1000	-
Five and Above Subjects	1100	-	-	-	-	-
Project Viva- Voce	-	-	-	2500	-	1500
<b><u>III. Supplementary (For Pervious Regulation)</u></b>						
Each Paper (Theory / Practical)	-	-	500	-	500	-

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**OTHER FEE:**

<b>S. No.</b>	<b>Other fee details</b>	<b>Fee Rs.</b>
1	Cost of Application	10/-
2	Late Registration of Exam with in stipulated time	100/-
3	Late Registration of Exam : 3 days before of the commencement of the Examinations	1,000/-
4	Recounting	100/- Per Subject
5	Revaluation	500/- Per Subject
6	Personal Verification	1,000/- Per Subject
7	Cost of Memorandum of Marks	20/-
8	Provisional Certificate	500/-
9	Original Degree	2,500/-
10	Cost of Transcript / Grade Sheet	50/-
11	Duplicate Memorandum of Marks	200/-
12	Duplicate Provisional Certificate	750/-
13	Duplicate Original Degree	5,000/-
14	Condonation for Shortage of Attendance	500/-

  
**Chairman**  
**Finance Committee**

**ANNEXURE - III**

**SREE VIDYANIKETHAN ENGINEERING COLLEGE  
(AUTONOMOUS)**

Sree Sainath Nagar, A. Rangampet - 517 102

**RATES OF REMUNERATION TO STAFF IN CONNECTION WITH  
CONDUCT OF EXAMINATIONS**

(Revised w.e.f. 06.12.2010)

<b>S. No.</b>	<b>Description</b>	<b>Remuneration Rs.</b>
1.	For setting question paper of theory exams	500/-
2.	Preparation of detailed solution, scheme of valuation & Key	400/-
3.	Valuation of Answer Scripts (Year/Semester end Examinations)	15/- Per Script
4.	Scrutinizer for full paper	3/- per script
5.	Chief scrutinizer (2% of Random scripts only)	3/- per script
6.	For conducting practical examinations (inclusive of paper setting) per Examiner (for two examiners)	10/- per candidate (minimum of 150/-)
<b>LAB Remuneration for supporting Staff</b>		
7.	Skilled Assistant (Teaching Staff)	60/- (per Batch)
	Technician/Instructor	40/- (per Batch)
	Attendant / Skilled person	25/- (per Batch)
<b>Note: Batch consisting of 20 students</b>		
8.	Chief Controller of examinations / Controller of examinations per session	200/-
9.	Invigilator per session (ONE invigilator for every 20 candidates)	75/-
10.	Confidential invigilator per session (ONE per session)	100/-
11.	Ministerial staff: one per session for every 100 candidates	75/-
12.	Attendant: ONE per session for every 100 candidates	50/-
13.	Water Boys: ONE per session for every 50 candidates	50/-
14.	Seating arrangement (per session) (to be distributed by the controller of examinations among staff involved)	100/-
15.	Squad per session (ONE for every 300 students)	100/-
16.	Packing and dispatching of valued answer scripts for reevaluation (to be shared by the staff of examination section)	2/- per script

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17.	Typing of question paper (per subject)	50/-
18.	Coding answer scripts	0.25/- per script
19.	Remuneration for Camp officer for External valuation	4,000/- for PG and 6,000/- for UG courses
20.	Power house staff (during theory & practical Examinations)	4000/- per each Spell (to be shared by power house staff in consultation with the principal)
<b>Project viva-voce:</b>		
21.	<b>(i) B.Tech:</b> per examiner (for three examiners: one internal one external and Head of Department)	15/- per candidate (minimum of 200/-)
	<b>(ii) M.Tech:</b>	
	a. For valuation of Project Work (External Examiner Only)	250/- per candidate
	b. For conducting viva-voce Examination:- per examiner (ONE External & ONE Internal Examiner)	250/- per candidate
	c. Remuneration to HOD for conducting viva-voce Examination	100/- per candidate
	<b>(iii) MCA</b>	
	a. For valuation of Project Work (External Examiner Only)	200/- per candidate
	b. For conducting viva-voce Examination:- per examiner (ONE External & ONE Internal Examiner)	200/- per candidate
	c. Remuneration to HOD for conducting viva-voce Examination	50/- per candidate

22.	<b>DA &amp; TA RATES</b>	
	<b>Dearness Allowance (DA)</b>	
	(i) Professor / Associate Professor	Rs. 250/- per day
	(ii) Assistant Professor	Rs. 200/- per day
	<b>Traveling Allowance (TA)</b>	
	(i) Professor / Associate Professor	2nd A/C Train Fare
	(ii) Assistant Professor	3rd A/C Train Fare
	<b>Lodging Charges:</b>	
	(i) Professor / Associate Professor	Rs. 1000/- per day
	(ii) Assistant Professor	Rs. 750/- per day

  
**Chairman**  
**Finance Committee**