



**POKHARA UNIVERSITY**  
**Office of the Controller of Examinations**

**Examinations Remuneration Bill**

Faculty ..... Level ..... Semester/Trimester/Year .....

Year ..... Full Marks ..... Program .....

Course Code ..... Course .....

Full name ..... Contact No. ....

Address ..... Designation .....

Check	Particular of work done	Number/Set	Rate (Rs.)	Remuneration Rs.	Remarks
	Question paper setting				
	Question paper moderation				
	Answer book examined				
	Answer book scrutinized				
	Answer book rechecking/retotaling				
	Extra Remuneration if any (mention)				
<b>Total Remunerations Rs.</b>					
<b>Tax Deducted at Source (15%) Rs.</b>					
<b>Net Received Amount Rs.</b>					

(In words Rupees ..... only)  
Date ..... Full Signature : .....

**Packet received (Exam Section)**

Receiver's Signature : .....  
Date : .....

**Packet received (by Examiner)**

Receiver's Signature : .....  
Date : .....

**Checked and found work done correctly**

Recommended by ..... Approved by .....

**To be filled in by Account Section**

Amount paid on Rs. ....  
By Cheque No. ....  
Date .....

.....  
Received by

.....  
Account Section

**I would like to request you to deposit my Remunerations in following details.**

Account Holder's Name (Block Letter):- .....

Address (According to Bank) :- .....

Name of Bank :- .....

Account Number :- ..... PAN No. ....

Signature :- ..... Date .....

**Remuneration schemes of exam related work**

S.N.	Particular of work done	Level/Remuneration		Remarks
		Bachelor/PG	Masters	
1)	Question Paper Setting	Rs. 1000.00	Rs. 1500.00	Per set
2)	Question paper moderation	Rs. 800.00	Rs. 1100.00	Per set
3)	Answer books examined	Rs. 55.00	Rs. 65.00	Per answer book
4)	Answer books scrutinized	Rs. 10.00	Rs. 12.00	Per answer book
5)	Answer book retotaling	Rs. 30.00	Rs. 30.00	Per answer book
6)	Answer book rechecking	Rs. 50.00	Rs. 60.00	Per answer book

**Note:**

- 1) If Number of answer books are less than 20 of a particular course, minimum remuneration payment of answer book examined for Bachelor level is Rs.1,100/- and for Masters level is Rs.1,300/-
- 2) If Number of answer books are less than 100 of a particular course, minimum remuneration payment of answer book scrutinized for Bachelor level is Rs.1,000/- and for Masters level is Rs.1,200/-
- 3) If Number of answer books are less than 10 of a particular course, minimum remuneration payment of answer book rechecking for bachelor level is Rs.500/- and for Masters level is Rs.600/-