



Bursar
Caretaker
Solacts)

29/11/24

दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI
स्थापना शाखा-II(i)
Establishment Branch-II(i)
कमरा नंबर- 212, पुराना परीक्षा खंड,
Old Examination Block
दिल्ली विश्वविद्यालय, दिल्ली-110007
University of Delhi, Delhi-110007
☎ 27001168 Extn. 1168

28th November, 2024

श्री वेङ्कटेश्वर कॉलेज
Sri Venkateswara College
(दिल्ली विश्वविद्यालय) / (University of Delhi)
(लेखा विभाग) / (Accounts Section)
डायरी संख्या / Diary No. 9012
दिनांक / Date 29/11/24

Ref No. Estab II(i)/2770C/2022/01/1377

कार्यालय आदेश
OFFICE ORDER

Mr Mohit
For the needful, Pls.
29/11/24

Subject : Payment of Conveyance / Honorarium for late sitting and working on Saturdays / Closed Days

The Competent Authority of the University of Delhi is pleased to revise the Conveyance / Honorarium payable to the Non-Teaching employees (including contractual) of the University on account of late sitting and working on Saturdays / Closed Days with immediate effect, as follows:

Level	Reporting before 07:30 A.M. and / or Leaving after 07:30 P.M. on working days	Saturdays and Closed Days (for more than 5 hours working) (admissible for not more than 60 days in a year)	Approving / Certifying Authority
Group 'A' Officers	Rs. 400.00	Rs. 800.00	Registrar / Finance Officer / Controller of Examination or equivalent / Principal
Group 'B' Officials	Rs. 300.00	Rs. 600.00	Dean / Head / Group 'A' Officer / Principal
Group 'C' Officials (including Drivers)	Rs. 250.00	Rs. 500.00	

Note:-

- The employees shall be eligible for either compensatory leave or conveyance / honorarium for working on Saturdays / Closed Days.
- The Approving / Certifying Authority shall ensure that the late sitting / working in closed days be allowed only in operational exigencies in the interest of teaching learning activities and core function of the University / Colleges.
- The employees claiming conveyance / honorarium for working on Saturdays / Closed days shall not be eligible for any other honorarium for that day.

This is issued with the approval of the Competent Authority.

Delhi,
28th November, 2024

संयुक्त कुलसचिव- स्थापना (ए.डी.)
JOINT REGISTRAR - Estab. (N/T)

29/11/2024