



दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

Exam-VII/Conduct/01/2023-24/ 471
Dated 15.09.2023

18

NOTIFICATION

Schedule for Remuneration payable to the staff norms for engagement of staff in the Conduct of examination in Practical papers (Revised and rates have been approved by the competent authority of the University and will be applicable w.e.f. 25.08.2023)

Sr. No.	Designation	Existing Rates	Revised Rates
1.	Superintendent	Rs. 300/- per session	₹ 800/- per session
2.	Invigilator (one per lab.)	Rs. 200/- per session	₹. 500/- per session
3.	Sr. Technical Asstt. (STA) and Equivalent.	Rs. 120/- per session of the Examination	₹ 300/- per session
4.	Technical Assistant and Equivalent.	Rs. 110/- per session of the Examination	₹ 220/- per session
5.	Lab. Assistant and Equivalent	Rs. 100/- per session of the Examination	₹ 200/- per session
6.	Lab. Attendant and Equivalent.	Rs. 70/- per session of the Examination	₹ 150/- per session
7.	Chowkidar	Rs. 70/- per session of the Examination per Deptt. or college. Payment to one Chowkidar only per session shall be made. If, for the same session, more than one Chowkidar is employed, the payment shall be divided between them.	₹ 150/- per session of the Examination per Deptt. or college. Payment to one Chowkidar only per session shall be made. If, for the same session, more than one Chowkidar is employed, the payment shall be divided between them.
8.	Safai Karamchari	Rs.70/- per session of the examination	₹ 150/- per session of the examination

AA



दिल्ली विश्वविद्यालय

UNIVERSITY OF DELHI

9.	(a) Store-Keeper/Museum Curator	Rs.900/- per Store Keeper/Museum Curator for Semester Examination.	₹.1800/- per Store Keeper/Museum Curator for Semester Examination
	(b) Helper to the Store-Keeper	Rs.525/- per Helper for Semester Examination	₹ 1050/- per Helper for Semester Examination
Note: The number of Store-keeper will not exceed three in Physical and Chemistry Departments in the University and two in other Science Departments of the University.			
10.	(a) Gas mechanic and Filtered Water supplier (University Departments)	Only one in the Deptt. of Chemistry for all the Examination held in various Departments in the University. The rate of Honorarium shall be Rs. 1100/- for Semester Examination	Only one in the Deptt. of Chemistry for all the Examination held in various Departments in the University. The rate of Honorarium shall be ₹ 2200/- for Semester Examination
	(b) Helper to the Gas Mechanic and Filtered water supplier (University Departments)	There will be two Helpers to Gas Mechanic which are to be paid honorarium at the rate of Rs. 550/- for Semester Exam.	There will be two Helpers to Gas Mechanic which are to be paid honorarium at the rate of ₹.1100/- for Semester Exam.
11.	(a) Coordinator (Practical Exam)	Rs. 1800/- for entire examination.	₹ 3600/- for entire examination.
	(b) Coordinator (For University exam. in colleges)	Rs. 900/- per subject, subject to maximum of Rs. 3000/- for all practical examinations.	₹ 1800/- per subject, subject to maximum of ₹ 6000/- for all practical examinations
12.	Indira Gandhi Institute of Physical Education & Sport Sciences		
	(a) Field-cum-Lab-In charge	Rs.120/- per session	₹ 240/- per session
	(b) Ground Man	Rs.70/- per session	₹ 150/- per session

AA



दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

Department of Music			
13.	(a) Instrument In charge	Rs.120/- per session	₹ 240/- per session
	(b) Sarangi Player/ Tanpura Player/ Tabla Accompanist/ Violin Accompanist/ Mridangam Accompanist	Rs.180/- (Rs. per sitting if external persons are engaged)	₹ 350 (per sitting if external persons are engaged).
Department of Psychology			
14.	(a) Refreshment to be given to the human subjects used for psychology Practical examination.	Rs.30/- per session per subject.	As per Theory Examination rates
	(b) Remuneration to be paid to human subject used for psychology practical examination.	Rs.200/- per session	₹ 400/- per session
15. The rates for Waterman/Office Attendant and Refreshments charges will be the same as prescribed for written examination.			No change
16. Clerical Assistance, for cash distribution to Practical examiners in Colleges and Department will be 2% of actual payment & subject to a maximum of Rs.3000/- (For Semester Exams).			Since no cash is distributed. Hence, deleted
17. Each Superintendent may appoint a person to render clerical assistance during the practical examinations and the person so appointed may be paid honorarium @ Rs.75/- per day for all the practical examinations held concurrently.			Since no cash is distributed. Hence, deleted
18. Each person in whose case the honorarium payable is prescribed on lump-sum basis, be paid an addition honorarium @ 10% of lump-sum, in case the staff is required to work on Sunday/Holidays subject to minimum of Rs. 50/- and a maximum of Rs.90/-.			No Change

AA



दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

<p>19. The University Engineer will run an Emergency cell during the Semester and Supplementary examination (Theory & Practical) with two or three Electrician/Pipe Fitters/Helpers etc. during the examination hours. The Emergency Cell will be provided with a Telephone and the Cell will attend to the breakdown and other allied work in the University Departments and Colleges in the campus. The University Engineer will engage persons on Examination duty in Emergency Cell by rotation and person thus engaged will be entitled to remuneration at the prescribed rates.</p>	No Change
<p>20. Contingent Expenses: So far as Science Practical Examination are concerned, contingent expenses may be incurred on the following items:-</p> <p>(i) First Aid expenses in case of causality.</p> <p>(ii) Stationery needed, if any, not available and or not supplied by the University.</p> <p>(iii) Ice required for drinking water during summer season only. One Ice- Brick (silli) for 200 candidates.</p>	No Change
<p>21. The following strength of staff will be permissible for being engaged for a batch of examinees not exceeding 25:</p> <p>B. Sc. (Genl.) or equivalent examination Not more than six persons out of categories at Sl.No.4,5,6 & 8 out of which not more than two should be from categories at Sl. Nos. 4 & 5</p> <p>B. Sc.(Hons.) Main subject or equivalent examination Not more than six persons out of the categories at Sl.Nos.3,4,5,6,7,& 8 out of which not more than one will be from category at S.No.3 and more than two from categories at Sl.No.4 & 5</p> <p>M.Sc. or equivalent examination Not more than seven persons out of the categories at Sl.Nos. 3,4,5,6 & 8 out of which not more than one will be from categories at Sl.No. 3 and not more than two from categories at Sl. No. 4 & 5.</p>	<p>The following strength of staff will be permissible for being engaged for a batch comprising of 25 examinees.</p> <p>No Change</p> <p>No Change</p> <p>No Change</p>



दिल्ली विश्वविद्यालय

UNIVERSITY OF DELHI

<p>For a batch exceeding 25 examinees, for every additional 5 examinees or a fraction thereof, one person from categories at Sl. No. 6 & 8 may be engaged.</p>	No Change
<p>Note:</p> <p>(i) For Viva-Voce, only 1 Assistant and 1 Daftri will be allowed. No remuneration will be paid to any one assisting in the conduct of Viva-Voce for Ph.D. or M.Phil. Examination where the number of candidates examined at a time is only one.</p> <p>(ii) The above rates per session are applicable where the duration of session does not exceed three hours as laid down in the scheme of examination. Whenever the duration exceeds three hours each category will be paid additional honorarium @ 25% of the normal honorarium for each session for extra additional hour and a fraction thereof.</p> <p>iii) Wherever the practical is one hour, the honorarium will be 1/3 of the honorarium.</p> <p>(iv) Duration of preparation day will be equivalent to the duration of practical examination.</p> <p>(v) Laboratory staff at Sr. No.3 to 6 shall be paid one extra session as preparation day for the entire schedule of Practical Examinations in each department</p> <p>vi) The person otherwise performing the job of a particular category in his/ her official capacity should only be engaged for the similar work in the conduct of examinations. Any one engaged to perform duties of a category higher than his/her category , will be paid according to the rates applicable to the later category i.e. the category to which he/she belongs and not the higher category.</p>	<p>No Change</p> <p>The above rates per session are applicable where the duration of session does not exceed four hours as laid down in the scheme of examination. Whenever the duration exceeds four hours each category will be paid additional honorarium @ 25% of the normal honorarium for each session for extra additional hour and a fraction thereof.</p> <p>No Change</p> <p>No Change</p> <p>No Change</p> <p>No Change</p>



दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

(vii) The category of staff who are entitled for Lump-sum remuneration will not be paid any extra remuneration.	No Change
viii) The remuneration to the teachers for Invigilation/Supervision will be paid only during vacations and for Category "B" examinations.	No Change

Ajay Anon

Controller of Examinations

Copy to:

- 1. Dean(s) of Faculties/Head(s) of Department/Principal(s) of Colleges**
- 2. D.R. (Finance)**
- 3. D.R. (Finance) South Delhi Campus**
- 4. All Branches including South Campus**