



Tirumala Tirupati Devasthanams

श्री वेंकटेश्वर महाविद्यालय

श्री वेंकटेश्वर महाविद्यालय

Sri Venkateswara College

(दिल्ली विश्वविद्यालय)

University of Delhi



Ref No : SVC/AO/2026/P/

शिक्षक/गैर शिक्षक के लिए निकासी प्रपत्र

Clearance Form for Teaching/Non-Teaching Staff Member

Name of the employee :
Designation :
Department :

UNDERTAKING.

I do hereby undertake as under:-

- (i) I have already returned my Identity Card & Medical Card to the Establishment Branch of the college.
(ii) That I shall repay the amount worked out as excess payment on account of wrong calculation of pay/arrears applicable on pay fixation of award of MACP/CAS promotion/Pension/Any other arrears with retrospective effect. I hereby authorize Competent Authority of the College to recover any such amount from my Salary/Pension and I shall have no objection to the same.

Signature of the employee with date

Department	Remarks	Signature	
Departmental Clearance & Attendance Register		Laboratory-in-charge	Teacher-in-Charge
Administration		Dealing Assistant (s)	Section Officer (Admin)
Establishment		Dealing Assistant (s)	In-Charge
Accounts		Dealing Assistant (s)	Section Officer (A/cs)
Library		Dealing Assistant (s)	Librarian
Cooperative Society		Secretary	
Union Bank of India		Manager	
Delhi University		1. Central Library _____ 2. Science Library _____ 3. Rattan Tata Library _____ 4. South Campus Library _____	

प्रशासनिक अधिकारी
Administrative Officer

प्राचार्य
Principal