



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA PRACTICAL EXAMINATION- MAY-2024

EXPENDITURE STATEMENT

Financial:	2024-25	Year Total Pages		Total No. Vouchers	
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- 1. Exam Centre Code :
- 2. Name of the Exam Centre :
- 3. Name of the Chief. Supdt./Principal :
- 5. Advance Sanctioned Order No. :
- 6. Total No. of Students registered for the course (9th Batch) :
- 7. No. of Students registered for the DCA Examination - May 2024 :
- 8. No. of Students appeared for the Exam from the Previous Batches :
- 9. Total No. of Students attended in the Pracial Exam - May 2024 :

Details of Advance Sanctioned:

Vr. No.	Particulars	Alloted Amount	Expenditure
	Remuneration to Chief Supdt./Principal		
	Remuneration to Internal Examiner		
	Remuneration to External Examiner		
	TA to External Examiner		
	Preparation Charges		
	Total		

Advance Amount Sanctioned	Rs.
Expenditure	Rs.
Balance amount to be Refuned	Rs.
Balance to be Re-imbursed	Rs.

Date & (School Seal)

Signature :
Name :
Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Examination - MAY - 2024

ATTENDANCE REGISTER - PRACTICAL EXAMINATION

No. of Students registered for the Examination :

No. of Students attended in the Examination :

Sl. No.	Name & Designation	Chief Supdt., External/Internal Examiner	Signature & Date			
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Date &
(School Seal)

Signature :

Name :

Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA - PRACTICAL Examination - MAY-2024

No. of Students registered for the Examination :

No. of Students attended the Examination :

Exam Centre Code: Name of Exam Centre.....

ACQUITTANCE REGISTER FOR CHIEF SUPDT./INTERNAL/EXTERNAL EXAMINER

Sl. No.	Name & Designation	Specify Chief Supdt./ Internal /External	No. of Students Attended the Exam	No. of Batch	No. of days attended	Total Rumun-eration	Signature

*Rate of Remuneration : Chief Superintendent - Rs. 425/- per day
 : External Examiner - Rs. 20 per student for each unit Exam.
 : Internal Examiner - Rs. 100 for a Batch in each unit
 (Candidates consisting atmost 12 numbers shall be treated as one batch)

Date & (School Seal)

Signature :
 Name :
 Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA - PRACTICAL - Examination - MAY - 2024

UTILIZATION CERTIFICATE

This is to certify that the sanctioned amount of Rs. (Rupees:
) allotted for
Preparation charges of DCA Practical Examination - May-2024 has been utilized for the
 same purpose.

No. of Students registered for the Exam :

No. of Students attended the Exam :

Name of Exam Centre :

Centre Code :

District :

Date &
 (School Seal)

Signature :

Name :

Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Examination - MAY 2024

PRACTICAL EXAMINATION REPORT

I Details of Students attended in the Exam

PRACTICAL		
Date	Paper	No. of Students

Date &
(School Seal)

Signature :

Name :

Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Examination - MAY- 2024

STUDENTS ATTENDANCE REGISTER - PRACTICAL

Name of Exam Centre.....			Exam Centre Code:			
Sl. No.	Register Number	Name	Signature & Date			

Date & (School Seal)

Signature :
Name :
Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA (SCOLE -KERALA)

Form VII

DCA Examination : Name : (BASIC PAY):

EXTERNAL EXAMINER - TA CLAIM FORM

Bank Account Number:				Bank Branch Name:		IFSC :	
Description of Journey			Distance KM	Mode of Conveyance used	Duration of Stay		Total
Date and hour		Place	Distance KM	Mode of Conveyance used	Duration of Stay		Total
DATE & Time of Departure	From	To			DATE & Time of Arrival	Days	
				Air/ Rail at Class	For Road Journeys	Incidental Expenses	D.A for halts
Total							

Net Claim (in words):

Amount Admitted : Rs

Signature Received Payment

Signature of Disbursing Officer

Signature with Date: