



AICTE-RGPV Joint Teachers Training Program
Rajiv Gandhi Proudyogiki Vishwavidyalaya, M.P.
 (State Technological University of Madhya Pradesh)

[Accredited with Grade 'A' by NAAC]

Air Port Road, Bhopal-MP, 462033

<http://ttp.rgpv.ac.in>, Email: aicte-ttp@rgtu.net, Ph: 0755-2678874



TTP Format-7

AICTE-RGPV Joint Teachers Training Program
 On

Title:

Duration- One week (From ----- to -----)

Program Coordinator:

Statement of Expenditure

1. Honorarium & TA/DA to Experts:

S. No.	Name of expert	Designation, Institution & Contact No.	Date of Expert lecture	Honorarium	TA/DA	Bank Account Details			Amount to be paid	For TTP office
						Bank Name	Account No.	IFSC Code		
1.										
2.										
3.										
Total amount of Honorarium & TA/DA										

2. Honorarium To Program Coordinator/s:

S. No.	Name of Coordinator	Designation, Institution & Contact No.	Honorarium	Bank Account Details			Amount to be paid	For TTP office
				Bank Name	Account No.	IFSC Code		
1.								

Forwarded By
 Director/Principal of the Institution
 (With Seal & Signature)

Name & Signature of the Program Coordinator



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3. Payment to Vendors:

S. No.	Details of items	Name & Contact details of agency	Bill No./ Invoice No. and Date	Bank Account Details			Bill Amount to be paid	For TTP office
				Bank Name	Account No.	IFSC Code		
1.								
2.								
3.								
4.								
Total amount paid to Vendors								

4. TA to Outstation Participants:

S. No.	Name of Participant	Designation, Institution & Contact No.	Date, Place of Arrival & Departure	Mode of Travel	TA	Bank Account Details			Amount to be paid	For TTP office
						Bank Name	Account No.	IFSC Code		
1.										
2.										
3.										
4.										
Total amount of TA										

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Summary Sheet of Expenditure

S. No.	Purpose	Numbers	Expenditure Amount (Rs)	Enclosure details	For TTP office
1.	Honorarium for Resource Persons (Honorarium not to exceed 20% of the total expenditure)				
2.	TA/DA to the Resource Persons				
3.	TA to outstation participants				
4.	Course material to participants				
5.	Boarding & lodging of the participants (At university/Institution guest house)				
6.	Honorarium to Program Coordinator (1% of the total expenditure)				
7.	Working expenses (Tea, Stationary, Certificate, Printing, Memento, Online assessment of test etc..)				
	Total				

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