

Dr. Mamta Bhatia
Regional Director

IG/RC-23/AC/23129/2019
Dated: 17/12/2019

To,
Sh. Ramswaroop Meena
A-55, Navjeevan Sangh Colony,
Nainwa Road, Bundi-323001 (Raj.)
M.No. 9414745970

Subject : Empanelment as an Academic Counsellor-reg.

Dear Sir/Madam,

Pleased to inform you that you have been empanelled as an Academic Counsellor IGNOU- SC 23129, Govt. P.G. College, Bundi-323001(Raj.) for the programmes and courses as mentioned below:

Programme(s)	Course(s)
CLIS	BLI 011 & BLII 012

The terms and conditions of the University as is follow:

1. Your empanelment shall be valid till 31-12-2020, which is renewable on the basis of your performance. If your performance is not found satisfactory, your empanelment may be cancelled at any time without assigning any reason thereof.
2. You will be paid remuneration @ Rs. 770/- for counseling of UG Programme & 1100 for PG Programme. A counseling session is of two hours for Theory course and four hours for practical based courses. In addition, you will be paid local conveyance @ Rs. 330/- as per the norms. However, it is, understood you will adhere to the time table framed by the University, which will be made available to you by the Coordinator/Programme Incharge at the learner support centre.
3. The payment is covered under the submit of Income Tax. PIC/Co-ordinator/HOI of the study centre will calculate the Income Tax as per the provision of the Income Tax.
4. You will be paid separately for evaluating Tutor Marked Assignments (TMA) @ Rs. 27.5/- per assignment as per the IGNOU norms.
5. Your empanelment is course-wise and the case is a change in the city of your residence for some reason, your services could be utilized by any other Study Centre/Programme Study Centre of IGNOU, if required.

Yours sincerely,

M. Bhatia
Regional Director

C.C.

1. Co-ordinator/Programme Incharge, IGNOU, SC-23129
2. F& A Section, IGNOU, RC Jaipur.
3. Office Copy, RC Jaipur.

For kind information pl.