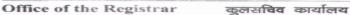
Tel. : 26984075, 26988044 26981717, 26985176 Fax. : 011-26980229 Grams : JAMIA

Grams: JAMIA E-mail: registrar@jmi.ac.in

Website: http://jmi.ac.in







02.08.2021

OFFICE MEMORANDUM

Sub: Online Event Service Fee Charges-reg.

Competent Authority has approved the following fee to be charged for Online Event through WebEx services arranged by the FTK-CIT, JMI in the University with immediate effect.

- 1. Event organized by Jamia Departments/Centres with the support of any funding agency or other source of fund (other than the University) a fee @ Rs. 3000/- will be charged for 1 to 3 days programme.
- 2. Event organized by the outside agency, WebEx service may be provided subject to the approval of the Vice-Chancellor at a rate of Rs. 10,000/-for 1 to 3 days programme.
- 3. Remuneration to the following staff of FTK-CIT will be paid only, in case of working after office hours or on weekends/holidays.
- a. Technical Hosting for one person only @ Rs. 1000/- per day.
- b. Technical Support for one person only @ Rs. 400/- per day.
- c. Peon/Attendant for one person only @ Rs. 350/- per day.
- 4. The event can be conducted with the prior approval of the Vice-Chancellor and on depositing of the requisite fee in the head of the account maintained by the University for the purpose.
- 5. The bill of the event shall be duly forwarded by the concerned Head/Dean/Director of the Department/Faculty/Centre.

(Khalid Shamshad) Assistant Registrar (Admn)

Copy to:

- 1. All Deans/HoDs/Finance Officer/Controller of Examinations/Directors of the Centre's/University Librarian/Principals/Advisor Security/Chief Proctor/Administrative Heads/AR's JMl.
- 2. PRO-Media Coordinator, JMI.
- 3. The Secretary to the Vice-Chancellor, JMI
- 4. The Asstt. Registrar (Registrar's Secretariat), JMI.
- 5. Hony. Director, FTKCIT-for web display.
- 6. Concerned File.