INDIAN INSTITUTE OF TECHNOLOGY ROPAR

*(Research & Development)*

***HONORARIUM FORM***

|  |  |
| --- | --- |
| 1. Name of the person |  |
| 2. Whether employee of the institute or not(if employee, indicate if regular or contractual) |  |
| 3. Employee/Student/Project Staff reference no.  |  |
| 4. Email ID/Contact No. |  |
| 5. Project Name/No. |  |
| 6. Budget Head |  |
| 7. Nature of task performed |  |
| 8. No. of hours per work day |  |
| 9. Total no. of days work (start / end dates) |  |
| 10.Total no. of man hour spent  |  |
| 11. Bank Account Details |  |
| 12. PAN Details (Copy Attached) |  |

Signature of the Claimant

Certified that Mr./Ms. was worked for project no. Funded by

 .Details of the work are as above.

He/she may be paid honorarium amounting to Rs. (In words) Rupees as above from salary/contingency head (strike out whichever is applicable) of the project.

Signature of the PI

Project Name……………………………………………… Budget Head……………………………………

Available Funds ………………………………………

Dealing Assistant

Associate Dean (R&D) Dean (R&D)