

ANNEXURE-10

CENTRAL BOARD OF SECONDARY EDUCATION : DELHI

SHIKSHA KENDRA,2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092.

Bill for claiming C.A. in lieu of overtime for the month of200..... in respect
of.....Branch (Hq.)

C.A. to the following.....officials has/have been sanctioned by the.....

Vide sanction dt.....for.....days w.e.f.....to.....The original
note is attached.

CERTIFICATE TO BE FURNISHED BY THE BR. INCHARGE

THIS IS TO CERTIFY THAT THESE OFFICIALS NEITHER USED THE OFFICE CONVEYANCE NOR
CLAIMED TAXI/SCOOTER CHARGES FOR THESE DAYS AND THAT THEIR ATTENDANCE TO THE
EFFECT THAT THEY STAYED FOR 3 HOURS OR MORE ON WORKING DAYS AND ATTEND THE
OFFICE ON SUNDAY/HOLIDAYS HAS BEEN VERIFIED FROM THE ATTENDANCE REGISTER

SIGNATURE

S.No.	Name with Design.	Dates with Months	Total Days	Net Amount Payable
	A/C. No.			
	A/C. No.			
	A/C. No.			
	A/C. No.			
	A/C. No.			
	A/C. No.			
	A/C. No.			
	A/C. No.			
	A/C. No.			