

**ANNEXURE**

**National Institute of Educational Planning and Administration**

*(Deemed to be University)*

**17-B, Sri Aurobindo Marg, New Delhi - 110 016**

[Statement to be furnished on half-yearly basis by the Government Officer to Administration]

Name:	
Designation:	
Department:	
Pay Level & Basic Pay (Rs.)	

I certify that I have spent Rs. .... towards purchase of Newspaper(s) for the months of

(i) Jan- Jun, 20....

**OR**

(ii) Jul-Dec, 20...

*[only one option is to be ticked]*

I further declare that: i) The Newspaper(s) in respect of which reimbursement is claimed, is/are purchased by me ; ii) The amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date: .....

Signature: .....

Name: .....

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**For Official Use Only**

Total Amount Claimed..... Amount Payable.....

The sanction of Rs. .... (Rupees .....only) may

kindly be accorded for payment to Prof. / Dr. / Smt. / Sh. ....

Necessary entries has been made in the Newspaper Register at page no.....

Forwarded to:

S.O. (G.A.)

(Admin. Officer / Registrar).....

**Finance officer, NIEPA .....for payment please.**