



Exam/Revised Rates/2024-25/191

Date : 20.09.2024

**CIRCULAR**

It is hereby informed you that, as per the decision taken by the Management Council in its meeting held on 12.06.2024 continued on 19.6.2024 the rates for the remuneration / allowances for the Paper setters, Translators, C.A.P. Coordinators, Superintendent of Examinations vigilance squad member, Examiners, Moderators, and allied Non-Teaching staff members those who done the examination work for Under Graduate / Post Graduate and UG-PG Diploma program are revised as per the recommendations of Board of Examinations and Evaluation and Finance & Accounts Committee.

The revised rates of remuneration / allowances as shown in the table as below which are effective from the examinations conducted from April-May 2024 (Summer Event) of the Academic Year 2023-24 onwards.

The payments shall be given through the examinations section at university level and Examinations centers with the recommendations by Principal/HoD/Superintendent of Examination as per earlier practice.

**(A) (a) Remuneration to Paper-setters: -**

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @
1.	Certificate / Diploma	50 / 60 Marks 2 Hours	400/-
2.	Under Graduate Courses		400/-
3.	Post Graduate Courses		450/-

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @
1.	Certificate / Diploma	75 Marks 2 ½ Hours	400/-
2.	Under Graduate Courses		400/-
3.	Post Graduate Courses		450/-

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @
1.	Certificate / Diploma	100 Marks 3 Hours	400/-
2.	Under Graduate Courses		400/-
3.	Post Graduate Courses		450/-

**(b) Remuneration for Paper Setting and other various related work of theory papers: -**

Sr. No.	Particulars	Revised Rate Rs @ / Paper Rs. @	
		UG and PG	M.Phil & PET
1.	Paper Setting	400/-	500/-
2.	Translation	250/-	300/-
3.	Proof Correction	100/-	150/-
4.	Preparation of Model Answer and Scheme of Marking	300/-	400/-

**(B) Remuneration to Translators**

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @
1.	Under Graduate Courses	50 / 60	Rs.150/-
2.	Under Graduate Courses	75 / 100	Rs.250/-
3.	Post Graduate Courses	50 / 60	Rs.150/-
4.	Post Graduate Courses	75 / 100	Rs.250/-

**Note:**

- Above rates are for one set of question papers / subject.
- Revised minimum rate of remuneration will be Rs.100/-

**(C) Remuneration to Examiners / Moderators for Assessment / Moderation and Revaluation of (a) 60 Nos. Answerbooks (Theory)**

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @ for Examiners	Revised Rate Rs @ for Moderators	Revised Rate Rs @ for Revaluation
1.	Certificate / Diploma	50 / 60 Marks 2 Hours	Rs.8/-	Rs.10/-	Rs.15/-
2.	Under Graduate Courses		Rs.8/-	Rs.10/-	Rs.15/-
3.	Post Graduate Courses		Rs.10/-	Rs.12/-	Rs.15/-



-3-

**(b) 50 Nos. Answerbooks (Theory)**

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @ for Examiners	Revised Rate Rs @ for Moderators	Revised Rate Rs @ for Revaluation
1.	Certificate / Diploma	75 Marks 2 ½ Hours	Rs.12/-	Rs.15/-	Rs.25/-
2.	Under Graduate Courses		Rs.12/-	Rs.15/-	Rs.25/-
3.	Post Graduate Courses		Rs.15/-	Rs.18/-	Rs.25/-

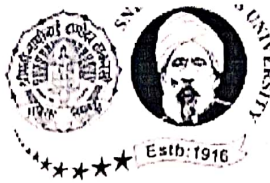
**(c) 40 Nos. Answerbooks (Theory)**

Sr. No.	Faculty / Programme	Marks / Duration	Revised Rate Rs @ for Examiners	Revised Rate Rs @ for Moderators	Revised Rate Rs @ for Revaluation
1.	Certificate / Diploma	100 Marks 3 Hours	Rs.16/-	Rs.20/-	Rs.25/-
2.	Under Graduate Courses		Rs.16/-	Rs.20/-	Rs.25/-
3.	Post Graduate Courses		Rs.20/-	Rs.24/-	Rs.25/-

**(D) Remuneration to Examiners for Assessment / Evaluation of Answerbooks for Practicals (Irrespective of duration marks) are Courses.**

Sr. No.	Faculty / Programme	50 / 60 Marks	Revised Rate Rs @
1.	Certificate / Diploma		Rs.20/-
2.	Under Graduate Courses		Rs.20/-
3.	Post Graduate Courses		Rs.25/-

Sr. No.	Faculty / Programme	75 Marks	Revised Rate Rs @
1.	Certificate / Diploma		Rs.20/-
2.	Under Graduate Courses		Rs.20/-
3.	Post Graduate Courses	Rs.25/-	



-4-

Sr. No.	Faculty / Programme		Revised Rate Rs @
1.	Certificate / Diploma	100 Marks	Rs.20/-
2.	Under Graduate Courses		Rs.20/-
3.	Post Graduate Courses		Rs.25/-

**(E) Remuneration for Conduct of Examination at College level:**

Sr. No.	Designation	Rate / Session Revised Rs. @
1.	Chief conductor / Superintendent of Examination	Rs.200/-
2.	Asst. Superintendent	Rs.150/-
3.	Supervisor	Rs.150/-
4.	Lab. Assistant	Rs.200/-
5.	Lab. Attendant	Rs.100/-
6.	Clerk	Rs.100/-
7.	Peon / Sweeper / Watchmen / Watermen	Rs.75/-

**(F) CAP Directors / Co-ordinators Remuneration:**

The CAP Director / Co-ordinator appointed for the particular programme shall be paid remuneration as per the number of days required, on the basis of total number of answerbooks for particular course / programme :-

Sr. No.	No. of days	Proposed by the DBoEE Rate (Lump sum) Rs. @
1.	1-5 days	Rs.1,500/-
2.	6-10 days	Rs.3,000/-
3.	10 days an above	Rs.4,000/-

Subject to take care to complete CAP within time limit.

**(G) CAP Allowance to Examiners and Moderators / CAP Co-ordinator / Director:**

To expediate the assessment work and to declare the result in stipulated time, the University has introduced special C.A.P. Allowance to Examiners / Moderators / Co-ordinators, who are actually involved in assessment / moderation work at the C.A.P. Centres, specified by the University.

-5-

**The C.A.P. allowance is paid as per the following norms: -**

- a. Examiners / Moderators shall be paid Rs.175/- and the revised rate will be Rs.250/- as C.A.P. allowance for evaluation / moderation per day and is co-related to number of answerbooks assessed on daily basis moderators. If the number of assessment / evaluated answerbooks are not as per the table the C.A.P. allowance is not admissible.

Sr. No.	Marks	Hours	Number of Answerbooks
01.	100	03 Hrs.	40 Nos.
02.	75	2 ½ Hrs.	50 Nos.
03.	50 / 60	2 Hrs.	60 Nos.

- b. The payment of C.A.P. Allowance is co-related to the number of answerbooks assessed per day to expedite and complete work assessment and enable to declare the result.
- c. The payment is made after completion of work and shall be certified by Co-ordinators / Director.

**(H) Revised rates of remuneration for M.Phil. and Ph.D.**

Sr. No.	Designation	Revised Rate Rs. @
1.	Ph.D. Thesis	Rs.2000/-
2.	Viva-Voce M.Phil. and Ph.D.	Rs.2000/-

**(I) Remuneration / allowance to Vigilance Squad members: -**

- The payment for travelling and hotel accommodation shall be paid on the basis of actual on production of bills.
- The payment for local travel shall be paid revised rate will be Rs.12/- per km for petrol car and the revised Rs.10/- for diesel car. (\*Rate as per University Rule time to time.)
- Hospitality charges revised rate will be Rs.350/-per person per day.
- Each member will be given honorarium revised rate will be Rs.300/- per day.
- No separate D.A. shall be given as examination section is reimbursing all the expenses.
- Local Travel Allowance will not be applicable for the University Teacher and Teacher working at same Campus / College where Centre is allotted.

**(J) Local Conveyance for bringing the answerbooks from local and out station Colleges / University Departments / Institutions: -**

- T.A. will be paid revised Rs.200/- without producing any proof,
- On the production of proof / ticket actual will be paid,
- In addition to local travel its Rs.100/- will be paid as an auto / taxi fare. If the ticket of return journey is not produced then Rs.100/- will be paid as conveyance for return journey.
- The person bringing the answerbooks from out station the TA will be paid on the production of the tickets purchased from travel agent shall be paid as per actual and shall avail maximum upto 3 tier AC including auto, taxi, own car expenses incurred for travelling from College to Pariksha Bhavan.
- The return journey from Pariksha Bhavan to the college of the concern person will be paid on the production of actual tickets and shall avail maximum upto 2<sup>nd</sup> class / 3 tier sleeper class including auto, taxi, own car expenses incurred for travelling from Pariksha Bhavan to college.
- CSMT to Pariksha Bhavan Santacruz (West) taxi fare for carrying more than 100 answerbooks = Rs.350/-
- Dadar to Pariksha Bhavan Santacruz (West) taxi fare for carrying more than 100 answerbooks = Rs.250/-
- Bandra to Pariksha Bhavan Santacruz (West) taxi / auto fare for carrying more than 100 answerbooks = Rs.150/- / Rs.100/-
- Borivali to Pariksha Bhavan Santacruz (West) taxi / auto fare for carrying more than 100 answerbooks = Rs.250/- / Rs.200/-
- For return journey actual local and outstation train fare and auto / taxi fare will be paid.
- If the concern person is coming to Pariksha Bhavan with answerbooks by Bus transport service from out station the payment will be paid on the production of actual bus tickets for to and fro journey.
- The bus transport service amount should not exceed the 3 tire AC railway ticket amount and for return journey the bus transport service amount should not exceed the 2 tire sleeper class railway ticket which includes the local train / local taxi / auto fare.

**(K) Remuneration of T.A. against the tickets purchased from travel agents:-**

- Payment of T.A. against the tickets purchased from travel agent shall be paid as per actual shall avail maximum upto 3 tier AC including auto, taxi, own car expenses incurred for travelling from College to Pariksha Bhavan.
- Payment of T.A. against the tickets purchased for the return journey from Pariksha Bhavan to the college of the concern person will be paid on the production of actual tickets and shall avail maximum upto 2<sup>nd</sup> class / 3 tier sleeper class including auto, taxi, own car expenses incurred for travelling from Pariksha Bhavan to college.
- Payment of T.A. against the tickets purchased for the onward and return journey from College to Pariksha Bhavan and return to the college of the concern person will be paid on the production of actual tickets plus and shall avail maximum upto 2<sup>nd</sup> class 3 tier sleeper class excluding auto, taxi or own car expenses (as per the Sr.No.I) incurred for travelling from College to Pariksha Bhavan and Pariksha Bhavan to college.



-7-

**(L) Rules for payment of CAP allowance to Examiners / Moderators:-**

**(Revised Rules)**

- Travelling Allowance for C.A.P. work revised to Rs.250/- per day (for 50/75/100 marks paper).
- **Local person staying in Mumbai:** Working for more than 3 days will get first class monthly season ticket revised Rs.250/- as CAP allowance subject to correction of minimum 40 answerbooks of 100 marks per date as per table.
- **Local person staying in Mumbai:** Working for more than 3 days will get first class monthly tickets Revised Rs.250/- as CAP Allowance subject to correction of minimum 50 answerbooks of 75 marks per day as per table.
- **Local person staying in Mumbai:** Working for more than one day will get TA/DA as per Maharashtra Government GR and revised Rs. 250/- as CAP allowance subject to correction of minimum 40 / 50 / 60 answerbooks of 50 / 75 / 100 marks per day as per table.
- **Outstation person:** Working for more than one day will get TA/DA as per Maharashtra Government GR and revised Rs.275/- as CAP allowance subject to correction of minimum 40 / 50 / 60 answerbooks of 50 / 75 / 100 marks per day as per table.
- Moderators / Examiners should stay for assessment work for 4 days to get the C.A.P. allowance till the C.A.P. end.

**(M) TA / DA payable to Teachers on consolidated salary:-**

- It was resolved that it will be assumed that teachers getting consolidated salary are in the scale of newly appointed Assistant Professor.

TA / DA for these teachers will be calculated as per the norms given in Maharashtra Government GR.

**(N) Calculation of Centre Expenses (Theory and Practical) per block:-**

- The present rate of student's proforma may be revised to Rs.750/- for 25 students and Rs.30/- per student above 25 student. (please refer Sr. No. R) for payment as the college / University Departments / Institutions will pay the centre expenses from the 25% of the examinations fees, from the Academic Year 2020-2021.

**(O) Payment of Hostel charges and hospitality allowance for examinations related work and C.A.P. work:-**

- If the DA is paid to examiner and moderator, they will not get separate payment for Hostel and Hospitality allowance.
- Local hospitality may be revised to Rs.100/-

**(P) Rates for dissertation: -**

Sr. No.	Particular	Rate Revised Rs. @
01.	Assessment / evaluation of dissertation including conduct of viva-voce exam	Rs.300/-
02.	Project assessment (per student)	Rs.30/-

**Note:-** The viva-voce and evaluation of dissertation shall be conduct by same Examiner / referees only.

**(Q) Distribution of Examination Fees from the Academic year 2020-2021:-P**

Sr. No.	Particulars	University Shares in %	College Shares in %
01.	Examination conducted by the University	75 %	25 %
02.	Examination conducted by the College behalf of the University	25 %	75 %





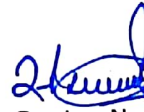
-9-

**(R) Remuneration to the Examinations section (Pariksha Bhavan) staff for the pre-post-during work of the examinations and C.A.P. work as a food and travel allowance: -**

- The pre-post-during CAP and examinations work allowance will be paid to the Examinations Section (Pariksha Bhavan staff as a food allowance i.e. as follows:

Sr. No.	Particulars	Rate Revised Rs. @
01.	Food allowance for work on IInd / IVth Saturday / Sunday / Holiday	Rs.100/-
02.	Food allowance for work after office hours	As per the overtime
03.	Travelling allowance to the CAP centre at Churchgate and other concern college other than the Juhu Campus for collecting and dropping the answerbooks	Rs.100/-

The aforesaid matter of revision of rates of honorarium, remuneration and other allowance are approved by the Management Council as required under Section 94(i) and 31(x) of the Maharashtra Public University Act, 2016.

  
 (Dr Sanjay Nerkar)  
 Director,

Board of Examinations & Evaluation

To,

- The Heads of the University Departments / Institutions,
- The Principals of the Colleges conducted by and affiliated to the University,
- The Director, Centre for Distance Education, Mumbai.

c.c.: For kind information to-

- The Vice-Chancellor,
- The Pro-Vice-Chancellor,
- The Registrar,
- The Finance and Accounts Officer, Finance and Accounts Section
- The Dean and Dean's (Addl Charge),
  - Prof. Medha Tapiawala, Dean, Faculty of Humanities,
  - Dr. H. T. Jadhav, Dean, Faculty of Science and Technology
  - Dr. Jayashree Shinde, Dean (Addl Charge) Faculty of Interdisciplinary Studies.
  - Dr. Shobha Dedhia, Dean (Addl Charge), Faculty of Commerce and Management.,

Rw/F/Circular of Exam