

Name of the Employee	
Employee Code	
Designation	
Dept./Section/Centre	

1.Certified that the above named staff has <b>DUES/NO DUES</b> in the Computer Centre of the Institute.	
	Signature: F/I Computer Centre
2.Certified that the above named staff has <b>DUES/NO DUES</b> in the Library of the Institute.	
	Signature: F/I Library
3.Certified that the above named staff has <b>DUES/NO DUES</b> in the Academic Affairs of the Institute.	
	Signature : Associate Dean (Academic)
4.Certified that the above named staff has <b>DUES/NO DUES</b> in the Dept. of CSE of the Institute.	
	Signature: HOD (CSE)
5.Certified that the above named staff has <b>DUES/NO DUES</b> in the Dept. of ECE of the Institute.	
	Signature: HOD (ECE)
6.Certified that the above named staff has <b>DUES/NO DUES</b> in the Dept. of MeA of the Institute.	
	Signature: HOD (MeA)
7.Certified that the above named staff has <b>DUES/NO DUES</b> in the Gym Khana (Sports) of the Institute.	
	Signature: F/I Gym Khana (Sports)
8.Certified that the above named staff has <b>DUES/NO DUES</b> in the Finance & Account Section of the Institute.	
	Signature: F/I Finance & Account Section
9.Certified that the above named staff has <b>DUES/NO DUES</b> in the Admin Office of the Institute.	
I-card: Returned/Not Returned	Signature: Registrar In-charge

It may please be noted that in case no DUES LIST is received by the undersigned with in the stipulated date, it will be presumed that nothing is outstanding against him/her and he/she will be released accordingly.

Declaration: - I, do hereby declare that I DO NOT HAVE any other dues at any other section/Office/Centre.

(Signature of the Employees to be released)