

Board of Intermediate & Secondary Education, Lahore

Bill for Distributing Inspector (Theory/Practical)

Secondary School / Intermediate (1st / 2nd Annual), Exam. 202.....

FILER / NON FILER

Bank Name -----

Centre Nos -----

Name ----- Father's Name -----

CNIC # ----- Board ID # -----

Designation ----- Mobile # ----- Home Phone # -----

Home Address -----

HBL Bank Account # -----

Institution Name ----- Institution Phone # -----

In Case Filer Enter the Code
No.....

1. Certified that I have worked for ----- Days in Part II / I (double session) and ----- Days in Part II/I (single session) for the ----- Examination, 202.....
Single days amount ----- Double days amount ----- Total amount -----
2. Certified that I have not claimed Inspection fee as DI in my T.A. bill form.

Signature of Head of Institution & Stamp

Name

CNIC

Mobile #

Signature of (DI)

FOR OFFICE USE ONLY

VERIFIED DUTY DAYS

FOR FINANCE BRANCH

Double Session Part-II	
Double Session Part-I	
Total Double Days	

Days x Rates		=	Sub-Total
Double	X	=	
Single	X	=	
Grand Total			
Maximum			
Income Tax			
Late Deduction			
Payable Amount			

Single Session Part-II	
Single Session Part-I	
Total Single Days	

Part II Exam. Date	Morning	Evening

Dealing Official Supdt. (CP)

Dealing Official Supdt.(FEII) ASF. / DSF.

A.C.C./D.C.C.

Passed for Payment of Rs.....
In Words.....

Assistant/Deputy Secretary (Finance)

Head of Account.....
Budget Allotment Rs.....
Amount of the bill Rs.....
Upto date-expenditure including the amount of this bill. Rs.....
Balance available Rs.....

Budget Official Supdt. Budget & Accounts

Passed for Payment of Rs.....
In Words.....

Paid accordingly Rs.....
Cheque No.....
Date.....

Asstt. Auditor Audit Officer

Asstt. /Deputy Secretary (Finance)

Part I Exam. Date	Morning	Evening

INSTRUCTIONS

1. The bill should be submitted within 15 days after termination of the Examination, in case of any delay applicant will be responsible.
2. The bill should be prepared according to the date-Sheet, payment will be made for the working days on the basis of Daily Reports received in the office of the Asstt/Deputy. Controller Conduct Branch.
3. The Date of Examinations should be mentioned in the relevant column and Tick (✓) the Morning & Evening Sessions.
4. Copy of the C.N.I. C. & Appointment Order, must be attached with the bill, otherwise the Payment will not be processed.
5. D.I. Bill must be verified by the head of Institution.
6. Distributing Inspector is not entitled to charge any Inspection fee.
7. DI will submit the report on daily bases to the board office, failing which he will not be allowed to claim the bill. Payment will be made after submitting the daily reports to the concerned Board.
8. A copy of the report may be taken himself for record.
9. In case, the DI applied for first time, then he will download the data form from the boards website (www,BISELahore.Com) and after necessary filling and got verify form the Head of the institution and must be attached the attested copy of salary slip, CNIC and Photo with the application form, otherwise remuneration bill will not be processed.