

**SAMRAT ASHOK TECHNOLOGICAL INSTITUTE (ENGG.COLLEGE) VIDISHA (M.P)**  
**NO DUES CERTIFICATE FOR STAFF MEMBERS**

Valid only if signed by respective Head/ Incharge of Department/Section or Hostel Warden.

Name : .....

Designation : .....

Date of Relieving : .....

<b>S. No.</b>	<b>Deptt./Section</b>	<b>Amount due Rs.</b>	<b>Particulars</b>	<b>HoD's Signature with seal</b>
1.	Civil Engg.			
2.	Mechanical Engg.			
3.	Electronics Engg.			
4.	Electrical Engg.			
5.	CSE Department			
6.	IT Department			
7.	Appl.Science (Physics , Chemistry & Maths)			
8.	Humanities Deptt.			
9.	Management (MBA)			
10.	Library			
11.	Workshop			
12.	Hostel Wardens			
	(a) J.L.N. Hostel			
	(b) R.N.T. Hostel			
	(c) C.V.Raman Hostel			
	(d) I.G. Girls Hostel/JR Hostel			
	(e) Kalpana Chawla Hostel			

S. No.	Deptt./Section	Amount due Rs.	Particulars	HoD's Signature with seal
13.	Building Section			
14.	Office Stores			
15.	Co-op. Stores			
16.	Account Section			
17.	Establishment Section			
18.	VVNCC (Computer Centre)			
19.	Computer Maintenance Cell (CMC)			
20.	Registrar			
21.	T&P Section.			
22.	TEQIP Office			
23.	Account Section (Poly.)			
24.	Library Section (Poly.)			

Recovered Dues Vide Receipt  
No. ....

Date .....

Accountant/Account Officer.

**(Signature of Employee)**

He/She has handed over the complete charge(s)  
(if any) as per list attached and dues have also  
been deposited. No dues have been verified.  
Therefore, he/she may be relieved from  
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Incharge Estt.Section

Approved

**DIRECTOR**  
S.A.T.I (Engg.College)  
Vidisha (M.P) 464001