

STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Theory Examination - MAY -2025

EXPENDITURE STATEMENT

Financial Year:	2025-26	Total Pages:		Total No. Vouchers	
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1. Exam Centre Code :
2. Name of the Exam Centre :
3. Name of the Chief. Supdt. :
4. Name of the Deputy Chief Supdt. :
5. Advance Sanctioned Order No. :
6. Total No. of Students registered for DCA course (10th Batch) :
7. No. of Students registered for the DCA Examination - May, 2025 :
8. No. of Students appeared for the Exam from the Previous Batches :
9. Total No. of Students attended in the Exam - May, 2025 :

Details of Advance Sanctioned:

Vr. No.	Particulars	Allotted Amount	Expenditure
	Remuneration to Chief Supdt.		
	Remuneration to Deputy Chief Supdt.		
	Remuneration to Invigilator		
	Remuneration to Clerk/Lab Assistant		
	Stationary Charges		
	Photo Copying Charges		
	Postage Charges		
	Total		

Advance Amount Sanctioned	Rs.
Expenditure	Rs.
Balance amount to be Refunded	Rs.
Balance to be Re-imbursed	Rs.

Date &
(School Seal)

Signature :
Name :
Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Examination - MAY- 2025

ATTENDANCE REGISTER - THEORY EXAMINATION

No. of Students registered for the Examination :

No. of Students attended the Examination :

Sl. No.	Name & Designation	Chief/Deputy Chief/Invigilator/Clerk/ (Lab Assistant)	Signature				
			20.05.25 (FN)	21.05.25 (FN)	22.05.25 (FN)	23.05.25 (FN)	26.05.25 (FN)
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Date & (School Seal)

Signature :
Name :
Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Theory Examination - MAY- 2025

No. of Students registered for the Examination :

No. of Students attended the Examination :

Exam Centre Code: Name of Exam Centre.....

ACQUITTANCE REGISTER

Table with 7 columns: Sl. No, Name & Designation, Specify, Chief/ Deputy Chief Supdt./ Invigilator/Clerk/ Lab Asst., Rate of Remuneration, No. of days attended for the duty, Total Amount, Signature. Includes a header row and 12 empty rows.

Date & (School Seal)

Signature : Name : Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Theory Examination - MAY- 2025

EXAMINATION REPORT

I Details of Students attended in the Exam

THEORY				
Date	Paper	No. of Students		
		Current Batch	Previous Batch	Total
20.05.25 (FN)	DC 01			
21.05.25 (FN)	DC 02			
22.05.25 (FN)	DC 03			
23.05.25 (FN)	DC 04			
26.05.25 (FN)	DC 05			

II Details of Materials issued to the Centres

Sl. No.	Items	Received	Used	Balance
1.	Question Paper			
2.	Main Answer Script			
3.	Additional Sheets			

Date &
(School Seal)

Signature :
Name :
Chief Superintendent/Principal



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION - KERALA

DCA Examination - MAY -2025

STUDENTS ATTENDANCE REGISTER - THEORY

Name of Exam Centre..... Exam Centre Code:

Table with columns: Sl. No., Register Number, Name, and Signature (with sub-columns for dates: 20.05.25 (FN), 21.05.25 (FN), 22.05.25 (FN), 23.05.25 (FN), 26.05.25 (FN)).

Date & (School Seal)

Signature :
Name :
Chief Superintendent/Principal