



INDIAN INSTITUTE OF PETROLEUM AND ENERGY VISAKHAPATNAM

Date:

NO DUES/DUES CERTIFICATE

1. Name of the Employee/Faculty:
2. Designation:
3. Department:
4. Date of leaving:

It is to certify that above mentioned employee/faculty has no dues toward our department/ office.

SL.	DEPARTMENT	DUES/ NO DUES	NAME OF THE OFFICER/ HEAD	SIGNATURE & DATE
1	Finance Department (F&A)		FO / Accountant	
2	Purchase & Store		FO / Procurement I/C	
3	Library		Librarian / Dy. Librarian	
4	Admin/ Establishment Section		Off. Supdt.	
5	IT/ Help Desk		In-Charge Helpdesk	
6	Examination Cell		PIC/ In-Charge Exam Cell	
7	DIC (Petroleum Engineering)			
8	DIC (Chemical Engineering)			
9	DIC (Mechanical Engineering & Other Engg. Pgmes)			
10	DIC (Humanities & Sciences)			

DR _____

Signature of the applicant

Registrar