

**APPLICATION FOR CLAIM FOR HONORARIUM FOR THE WORK DONE AS
INQUIRY / PRESENTING OFFICER**

Sl. No.	Particulars	Details
1	Name, Designation and office of the Claimant	
2	Whether functioned as I.O./P.O.	
3	Particulars of order of appointment	
	a) Date of appointment of P.O	
4	Whether it is Inquiry under Rule 14 of CCS(CCA) Rules 1965 or Rule 10 of GDS (C&E) Rules, 2011.	
5	Name, Designation and office of the COs/ GDS agent	
	a. How many articles of charge involved.	
	b. How many witnesses were examined (i) State Witnesses (ii) Defence witness	
	c. How many exhibits were filed (i) State exhibits (ii) Defence exhibits	
7	No of sittings and dates of sittings held	
8	Date of submission of PO Brief /IO Report	

FOR INQUIRY OFFICERS ONLY: Nil

9	Date of receipt of defence brief	
10	Date of submission of report to the Disciplinary authority	
11	No. of cases handled as IO/PO during the period when this cases was handled	
12	Reasons for delay, if the time limit of 6 months has not been adhered to (to be furnished in greater detail)	

CERTIFICATE

Certified that no claim has been preferred by me in this case previously.

Station:

Date :

Signature of the claimant

Certified that, the details furnished above have been verified. The claim is recommended.

Station:

Date :

Signature of the Disciplinary
Authority.