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| MNS-UAM Logo (Small) | **MNS UNIVERSITY OF AGRICULTURE,**Old Shujabad Road, MultanTel: 0000-000000, E-mail: abc @mnsuam.edu.pk |

No. MNS-UAM/

 Dated: 00.00.0000

The Director ORIC,

MNS University of Agriculture,

Multan.

Subject: **REQUEST FOR APPROVAL OF MEN DAYS UNDER RESAERCH PROJECT**

It is apprised that undersigned has been awarded/executing following research project at MNSUAM.

* Project Title:
* Funding Agency:
* Project Start-End Date:

The project has provision for engaging DPL for various research activities. Therefore, following Men days are required to accomplish activities of the research project.

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| **S.#** | **Items** | **Details** |
| 1. | Type of Men working days  | Skilled/Un-skilled (write relevant only) |
| 2. | Number of Menworking days lastly approved |  |
| 3. | Approval order with number & date (Copy attached) |  |
| 4.  | Rate of Remuneration (Rs.) | DC notified rate for laborer |
| 5. | Menworking days utilized till date |  |
| 6. | Number of Menworking days presently required  |  |
| 7. | DPL Budget allocation status and Budget head to be charged (copy attached) |  |
| 8. | Status of funds availability for presently requested Mendays |  |
| 9. | Period of presently requested Mendays  | From approval till utilization |
| 10. | Number of DPL | As per project needs |
| 11. | Job Description of DPL |  |
| 12 | Conditions of engagement | * Copy of CNIC and application will be placed on record
* Attendance Register will be maintained
* Maximum number of engagement days/DPL will not exceed 25 days in a month
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It is therefore requested that above requested Menworking days may kindly be approved for smooth execution of the research activities under aforementioned research project.

**Name:**

**Project Designation:**