

Directorate of Extension
Kerala University of Fisheries and Ocean Studies, Panangad, Kochi
Renting out facilities of the Audio Video Recording Studio
Indent

- 1.Name of the indenting Officer :
2.Designation :
3.Name of the programme :
4.Date , Time and duration to which the facilities are required :
5.Facilities required
 1.Still Photography
 2.Video recording
 3.Editing

Date : Signature of the Indenting Officer
Name & Designation

.....permitted. Pay Rs.....

Rt. No. Book No. Dt.

Director of Extension & PI of the Project

Remarks of the Cameraman

Renting out the facilities- Tariff fixed

- 1.Video camera rent - Rs.3,500/- day and Rs.400/- per hour as editing charges
2.Still Photography charges - Rs.500/-upto one hour and Rs.1,000/- for more than one hour up to one day(common for in-house and external)

Directorate of Extension, KUFOS, Panangad

Extn/FR/2017

18/6/2019

NOTE

Sub : Plan Project- Farm Radio Station- Establishment of Audio Video recording Studio-
renting out the facilities to Institutions /schools/department-Reg.

Ref:1.Decision of Governing council in Agenda No.1215 of 59th GC meeting held on 27/12/2018

2.GA 8/724/17 dt 30/1/2019

The plan project under the Extension viz." Audio Video Recording Studio" has started functioning during the month of November 2018 under the principal Investigatorship of the Director of Extension i/c. Vide reference no 1st cited the Governing Council resolved to rent out the facilities to other individuals/institutions/Schools / Departments as per the tariff fixed below.

1.Video camera rent - Rs.3,500/- day and Rs.400/- per hour as editing charges

2.Still Photography charges - Rs.500/- upto one hour, and Rs.1000/- for more than one hour upto one day (common for in house and external).

All staff members who want to avail the facilities of Audio Video Recording studio and the service of the Cameraman are requested to indent the facilities in the enclosed format and remit the required amount at the University cash counter . If any failure occurs in remitting the amount steps will be taken to recover the same from the concerned incumbents as directed by the honorable Vice Chancellor, KUFOS.

Director of Extension i/c

To

Director of Research/ Director of Planning & Development/FO/UE/Dean, Faculty of Fisheries/Dean, Faculty of Ocean science & Technology/Dean Faculty of Climate Variability & Aquatic Eco systems/Professor Chair, CARMC/ Professor Chair,CEFPT/ Professor Chair,CASRED/Director, Public Relations & Publications/Director,OST/Director,School of Ocean Engineering & Under water Technology/Director,School of Management & Entrepreneurship/Dr.K Dinesh/Dr.M.K Sajeewan/HOD, Fish processing Technology/Dr.Ranjeet.K/Dr.Devika Pillai/Director, School of Fishery Environment/Sri.Mathew Sebastian/Sri.Kunjumuhammed,Asst.Librarian/Dr.Linoy Libini C/PS to VC/PA to Registrar

