

UNIVERSITY OF JAMMU
Circular

To avoid abnormal rush in the Finance Section during the closure of financial year 2022-23, it is hereby circulated among all the Rectors/ Directors/ HODs/ Branch Officers that:-

1. All the proposals in respect of the allocated budgetary provisions be sent to the Finance section by **28th Feb. 2023** henceforth for obtaining necessary sanctions.
2. The fresh proposals for accord of sanction for the purchases after following all the codal formalities may be processed immediately to enable this office to issue timely sanctions.
3. The Accounts for the expenditure incurred for the additional budgetary provisions to be allocated, if any, be processed immediately the proposals of which shall be accepted upto **10th of March 2023**.
4. All the purchase proposals out of the budgetary provisions shall not be entertained without furnishing the status report of the allocations.

The proposals submitted not in accordance with the schedule mentioned above, shall not be entertained for booking of expenditure.

No. Fin./2022-23/ 6682-89
Dated: 09/02/2023

N | _____
Deputy Registrar (Finance)
9/2/23 Rala
9/02/2023

Copy to:-

1. Spl. Secy. to the Vice-Chancellor.
2. P.S to Dean, Academic Affairs.
3. P.S. to Dean, Research Studies.
4. Sr. P.A. to Registrar.
5. Sr. P.A. to Controller of Examinations /Director, Colleges Dev. Council.
6. All Rectors / Directors / HODs / Branch Officers.
7. Sr. P.A. to Joint Registrar (Finance), (Examinations).
8. Content Manager, University Website **with the request that this circular be uploaded in the University Website under the Link 'Finance Wing'**.
9. Guard File.