



UNIVERSITY OF JAMMU

CIRCULAR

To avoid abnormal rush in the Finance Section during the closure of financial year 2023-2024. It is hereby circulated among all the Rectors/Directors/HODs/Branch officers that:-

1. All the proposals in respect of the allocated budgetary provisions henceforth be sent to the Finance section by 28th February 2024 for obtaining necessary sanctions.
2. The fresh proposals for accord of sanction for new purchases may be processed immediately after following all the codal formalities 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 March 2024.
4. Further proposals out of budgetary provisions without the status of the allocations shall not be entertained

No: Fin/2023-24/

Dated: 02/02/2024

Copy to:

1. Spl. Secy. to 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 College Development Council.
6. All Rectors/Directors/HODs/Branch Officers
7. Sr. PA 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.

Deputy Registrar (Finance)

5/2/24