



BUDGET SECTION **UNIVERSITY OF JAMMU**


CIRCULAR

Subject: *Monthly Deposit of requisite fee in the University Chest.*

It has been observed that various Departments/Directorates/Offices of the University are not frequently depositing the requisite fee in the University Chest causing shortfall in the University Receipt and the Competent Authorities has taken the matter seriously. As such, the Competent Authority has directed that the requisite fee from the various Offices of the University be received every month.




In view of above, it is hereby circulated for the information of all Directors/Rectors of various Offsite Campuses/Branch Officers that the requisite fees collected under various heads by their respective Offices shall be deposited in the University Chest on a monthly basis by 25th of every month, without fail.

All concerned departments are requested to comply with the above instructions with immediate effect.


Dr. Rahilla Parveen, JKAS
Chief Accounts Officer

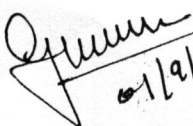
No: Budget/25-26/394-460

Dated: 29/08/25

 25/8/25

 25/8

Copy to:

1. Special Secretary to Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor please.
2. All Dean of the various faculties.
3. Sr. PA to Registrar/Controller of Examinations/Finance Officer
4. All Rectors/Directors Offsite Campuses
5. All HoDs/Directors/Provost Boys/Girls Hostels
6. Director, Centre for ITES&M to direct the concerned for uploading on the University Website
7. All Joint Registrars/Deputy Registrars/Assistant Registrars
8. All Wardens of the Hostels

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01/09/25

