



Office of the Chief Accounts Officer (PA & O), University of Jammu

No.CAOJU/25-26/974-983

Date 09/03/2026

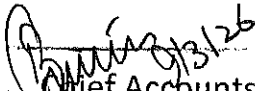
## CIRCULAR

**Subject:- Financial Year closing- Cancellation of Holidays.**

In view of the Financial year closing and in order to avoid the last minute rush regarding pass and payment of bills and settlement of accounts all the related sections viz. Salary, Accounts, Budget, Pension ,EDP, Income Tax, HEC, Cash RUSA are hereby directed to remain present in their offices on all days starting w.e.f 22-03-2026 including public holidays, Saturdays and Sundays for the remaining month of march, 2026. Through the medium of this circular, all the employees working in the above mentioned sections are advised to ensure their presence without fail.

**Copy to the:-**

- 1 Special Secretary to the Hon'ble Vice-Chancellor for the kind information of the Hon'ble Vice Chancellor.
- 2 Sr PA to the Registrar for the information of the Registrar.
- 3 P.A to Finance Officer
- 4 Joint Registrar Finance
- 5 Assistant Registrar Accounts.
- 6 Assistant Registrar Cash.
- 7 Assistant Registrar Budget.
- 8 Director CITES & M to kindly direct the concerned to get it uploaded on the University website.
- 9 Guard File.

  
Chief Accounts Officer  
University of Jammu  
Chief Accounts Officer (PA & AO)  
University of Jammu