



GURU GOBIND SINGH
INDRAPRASTHA
UNIVERSITY

GURU GOBIND SINGH
Indraprastha University
SECTOR-16 C, DWARKA NEW DELHI -110 078

F.No.GGSIPU/Accounts 2012-13/

Dated: 15.03.2013

CIRCULAR

Sub: Functioning of Accounts Branch on 16th & 23rd March 2013 – reg.

The financial year 2012-13 is going to be closed very soon and a lot of financial transaction pertains to the F.Y. 2012-13 are required to be recorded in the current financial year itself as per the approved budgetary provisions.

In order to entertain sanctions/files/claims etc., Accounts Branch will remain open on 16th & 23rd March 2013 (Saturday) for normal transactions of the University and to clear last moment rush due to holidays in the last week of March 2013.

Therefore, all the Deans/HODs of the University schools/departments are requested to submit their sanctions/files/claims etc. pertain to the approved budgetary provision of the F.Y. 2012-13 at the earliest, so that same may be booked in the expenditure of current financial year.

Besides, it is also requested that committed expenditure pertain the current financial year may also be informed by 22nd March 2013 positively so that it may be considered as payable against the budgetary provisions of the current financial year, failing which allotted budget of the current financial for the concerned head of account will be elapsed and expenditures reported in the next financial year will be met from the budgetary provisions of the F.Y. 2013-14 subject to availability of the budget in the concerned head.

It may also be noted, that non receipt of sanctions during the current financial year will result the lapse of funds and the concerned school/department shall be personally accountable for non-utilization of allocated earmarked fund.

(S.K. Tanwar)

Controller of Finance

Copy to:-

1. All Deans, GGSIPU(USBT/USCT/USBAS/USCIT/USEM/USMS/USLLS/ UHSS/UEDN/UCMS)
2. All Directors, GGSIPU
3. All Heads of School / Branch / Deptt., GGSIPU
4. Controller of Examinations, GGSIPU
5. Superintending Engineer, UWD, GGSIPU
6. Librarian, GGSIPU
7. Chairman, UCITIM – for uploading the same in the University website under the link of A/c Branch.
8. Dy. Registrar, Public Relation, GGSIPU
9. F.O./II/UWD
10. P.S. to Hon'ble Vice Chancellor
11. P.S. to Registrar
12. Guard file.