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THE OFFICE OF CONTROLLER OF FINANCE  
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
Sector-16 C, Dwarka, New Delhi – 110078 Website: <http://ipu.ac.in>  
Finance & Accounts Branch

No. F. IPU/ Acctts/Budget/2015-2016/322

07<sup>th</sup> October, 2015

**Subject: Budgetary Expenditure for 2015-16 -reg.**

Budget Estimate (B.E) 2015-16 has already been communicated to schools/Departments vide office letter no. F. No. IPU/ Acctts/Budget/2014-2015/525 Dated 18/02/2015. In order to review the budgetary expenditure for 2015-16 (i.e from 1<sup>st</sup> April 2015 to 30 September 2015), please find enclosed herewith the following information to verify the budgetary expenditure for 2015-16 from your departmental budget control register

1. Budget Estimate for 2015-2016 for a particular expenditure head (at column no.-1)
2. Actual Expenses from April 2015 to 30<sup>th</sup> September, 2015 for 2015-16 (at column no-2)
3. Balance budget for 2015-16 (at column no.-4)

You are requested to provide the following:-

- (i) Match the actual expenditure of your School/ Department upto 30<sup>th</sup> September 2015 from your budget control register (BCR), discrepancies, if any may be informed to the Accounts branch for rectification.
- (ii) Reason for less utilization of funds.
- (iii) Further plan to utilize allotted funds.

A meeting for reviewing utilization of allotted funds is expected in the next week with the Hon'ble Vice Chancellor. Therefore, information may be provided by 13<sup>th</sup> Oct, 2015.

(S.K.Tanwar)  
(Controller of Finance)