UNIVERSITY OF JAMMU

ADVISORY

Through the medium of this advisory, all the Officers (including HODs and Directors of Teaching Departments/Centres) are advised to strictly adhere to the below mentioned instructions:-

a. To solicit directions that any fund meant for utilization in the financial year shall be utilized in the same financial year in terms of rules and the un-utilized amount be surrendered;

b. To release the funds well in time to avoid rush of expenditure as well as forwarding of amount to next financial year;

c. Not to utilize any amount in anticipation against the previous grants/sanctions and avoid violation of codal formalities.

REGISTRAR

No: Estab/22/ 24719- 818
Dated: 26/12/2022

Copy to :-

1. Special Secretary to the Vice Chancellor, University of Jammu for the kind information of the Worthy Vice Chancellor please
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies/Dean, Planning & Development
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, DDE/CDC/DLL/DIQA//Physical Education/HRDC/ Centre for Studies in Museology & Sheikh Noor-ud-Din-Noorani Museum of Heritage/DSRS/ Centre for History of Culture of Jammu & Ladakh Region/SHTM/ICCCR&HRM/School of Visual and Performing Arts, Design and Architecture/Centre for Women's Studies/Centre for IT Enabled services & Management
5. Dean Student Welfare/Provost (Boy's/Girl's Hostel)/Dean Student Placement
6. All Rectors/Directors, Offsite Campuses
7. All Heads of the Teaching Departments of the University
8. I/c Librarian, Dhanvantri Library
9. Convener, Website Monitoring and Updation Committee
10. Administrator, General Zorawar Singh Auditorium
11. I/c Director, Computer Centre
12. Sr. P.A. to the Joint Registrar (Finance)
13. Programme Coordinator, NSS
14. All Wardens of University Hostels
15. All Joint/Deputy /Assistant Registrars
16. Chief Accounts Officer
17. Executive Engineer, UWD
18. Manager Guest House
19. Medical Officer, UHC
20. President, JUNTEU/JUNGEU
21. Security Officer
22. All Sections
23. All concerned
24. Guard File