GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
Sector-16 C, Dwarka, New Delhi-110078, www.ipu.ac.in  
(Accounts Branch)  

F.No. IPU/Accounts/2014-15 | 554  
Dated: 10.03.2015  

CIRCULAR  

Subject: Requirement of Research/Project expenditure register for Internal Audit  

This is to inform you that the Internal Audit of the University is being conducted  
by the Internal Audit of the University.  

Therefore, it is requested to submit the ‘Research Project Expenditure Register’ in  
Account Branch for Internal Audit and to reconcile the expenditure from the record of  
Account Branch so that the same be booked in the Annual Accounts.  

It is also requested to provide the Research Project Expenditure Register with the  
copy of sanction order of the different funding agencies like UGC, CSIR, DST, AICTE  
and other etc. to the faculties in your School/ Department and other related documents  
etc. positively by 11:00 a.m. on 13.03.2014 as the annual accounts of the F. Y. 2014-15  
is finalized very soon, failing which account branch will not be in position to provide the  
Utilization Certificate, the responsibility of which will lie on the faculty/ P.I. concerned.  

This may please be provided on top priority as the Annual Account 2014-15 are to  
be finalized.  

(S.K. Ranjan)  
Finance Officer  

Copy to:  
1. All Deans USS, GGSIP University.  
2. Chairman, UCITIM with a request to upload on University website, please.  
Sh. Abhay Bhardwaj, J.A. (Check Writer) with the direction that the payment  
under various grants be released only after a certificate of their production of  
project expenditure register is issued by S.O. (F &A).  
4. A.R. to Hon’ble Vice Chancellor for information.  
5. A.R. to Worthy Registrar for information.  
6. Guard file