



**Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078**

No. IPU/Acctts/2016-17/ 476

Dated: 15th March 2017

OFFICE ORDER

Attention of all the schools, departments and branches are invited to the need of proper utilization of funds allocated for the current financial year 2016-17, settlement of various advances, reconciliation of accounts, settlement of various tax issue and timely payments against various sanctions upto 31.03.17.

It is, therefore, desirable on the part of all heads of schools, department and branches on their part to submit or to convey all the proposals /financial sanction to the Finance & Accounts Department on daily basis, and in any case not later than 31.03.17 since thereafter the funds will be lapsed at their disposal and the proposal may require fresh sanction of the competent authority for booking the expenditure in the next financial year besides justification for lapse of current year allocated funds.

The above said instructions may be brought to the notice of all concerned in your school, department or branch for compliance.

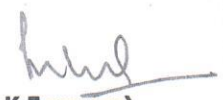

(S K Tanwar)
Controller of Finance

No. IPU/Acctts/2016-17/

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Copy forwarded to the followings for information and circulation among the concerned staff members:

1. All Deans, Directors of the University
2. Controller of Exam
3. In-charge, Library
4. All Joint Registrar / Deputy Registrar & Department / Branch heads
5. Executive Engineer (UWD)
6. FO's, SO, DDO & AAO's in Finance & Accounts Dept.
7. AR to Hon'ble VC for kind information of Hon'ble Vice Chancellor
8. SO to Pro VC for kind information of Pro Vice Chancellor
9. AR to Registrar
10. Guard File
11. In-charge (Server Room) for uploading the same on the University website.


(S K Tanwar)
Controller of Finance