

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A central university established by an Act of Parliament)  
Hyderabad - 500 032



**Dr. K.P. Singh**  
Finance Officer

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D.O. No. MANUU/F&A/2016-17/435

8<sup>th</sup> February, 2017

**CIRCULAR**

It was observed that a number of advances availed by the Faculty / Officers of the university have remained unsettled for quite some time. The F&A Branch has already launched a drive to settle the advances availed by the Faculty / Officers upto 31.03.2016. As a result, only a few of them remained unsettled which are being pursued.

The Faculty / Officers who have availed advances upto December 31, 2016 are also requested to kindly settle the same latest by 24.02.2017. If any of such advances remain unsettled by 24.02.2017, the F&A Branch will initiate action as per the relevant provisions of GFR-2005. All the Deans / Heads / Incharge, Off Campuses are requested to kindly bring it to the knowledge of the staff working with them in their Schools / Departments / Centres / Polytechnics / Model Schools & ITIs.

  
Finance Officer

To

- 1) All Dean of Schools
- 2) All Head of Departments / Sections
- 3) I/c Off Campuses
- 4) Director, CIT with a request to upload the Circular on the university website.

Copy to: 1) Secretary to Hon'ble Vice Chancellor

2) Pro-Vice Chancellor