

مولاانا آزاد نیشنل اردو یونیورسٹی  
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MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

(Accredited "A" Grade by NAAC)



File  
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27/3/16

CIRCULAR


No. MANUU/F&A/2015-16/406

Date: 09-03-2016

Sub: Finance and Accounts-Settlement of Advances-Issue of instruction-Reg.,

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In continuation of this section circular dated 19-01-2016, it is to intimate that temporary advances drawn by the University officials for various purposes is being continued without settlement since long time. With regard to settlement of advances drawn for contingent and Misc. purposes, under rule 292 of General Financial Rules of Government of India, it is stipulated that *"the adjustment bill, along with balance if any, shall be submitted by the government servant within fifteen days of the drawal of advance, failing which the advance or balance shall be recovered from his next salary(ies)"*. Such non-settlement of advances is viewed seriously by the Hon'ble Vice-Chancellor and directed to settle all the outstanding advances by 30-04-2016 as per GFR referred above, otherwise the outstanding amount will be recovered from salary of May-2016 in lumpsum besides charging penal interest. Detailed list of pending advances is being uploaded into University website. Adjustment account, if any which is already furnished to Administration or Finance for settlement, the details may kindly be furnished.

  
Finance Officer

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10/3/16

To  
Heads of Department/ Sections  
Directors of Centres, DDE  
Deans of Schools of studies,  
Principals of CTEs', Model Schools, Off-Campuses  
Regional Directors/ Asst. Regional Directors,  
Regional Centres, Sub-Regional Centres.

Copy to  
Vice-Chancellor's Office,  
Registrar's Office.

Gachibowli, Hyderabad – 500 032, Telangana, India  
Finance Officer's Tel.No. 040-23000084, (Fax) 23008379

