

17th January, 2023

CIRCULAR

Sub: Settlement of advances – regarding

The end of Financial Year 2022-23 is approaching fast. Thus, all the Head of the Departments are requested to settle the advances drawn against PAC/PAB/Specific Grants by faculty and non-faculty staff working under your control and also the advance/s provided to any other Institutes/organizations for various programmes needs to be settled on **PRIORITY BASIS latest by 10th March 2023.** The settlement of advance/s will not be entertained after the date since, these accounts are further to be settled by Accounts Section through PFMS on or before **31st March 2023** as per the deadlines set up by the MoE.

In view of the above, all the Head of the Departments/Incharge of Section/Cell/Unit of the Council are requested to kindly circulate to all for necessary action.

Mahesh
17/1/23
Sr. Accounts Officer

Copy to:

1. All the Head of the Departments/Section Incharge's (as per list attached)
2. All Notice Boards
3. Head, DICT (for kindly uploading on website/E-Office on PRIORITY please)

Isalika
19-01-2023

S.O.P/D
[Signature]
19/1/2023

APC - HET set for uploading
[Signature] 21/1/2023
Dr. Rajarajam
Pl. upload. *[Signature]* 20/1/23
Lab (201)

4295/a/c/s
18/1/23

104/P/D
19/1/2023