

No. CUJ/FIN/Project/Notice-Order/2021/35/ 242

Date: 5.10.2021

OFFICE MEMORANDUM

Subject: Central Stock and Asset Register Entry- Compliance of GFR rules- reg.

The undersigned is directed to inform all Project Investigators/ Supervisors/ Head of the Departments/ Deans of the Schools/ Section Heads to comply with the GFR rules relating to entry of all procurement in the Central Stock and Asset Register maintained by Purchase Section of CUJ. Henceforth, all proposals of payment including in project, shall be forwarded to Finance Department after requisite entries in Purchase Section.

2. This is issued with approval of the Hon'ble Vice Chancellor.



Finance Officer (I/c)

Distribution:

1. All Project Investigators
2. All Heads/Coordinators of Departments
3. I/c Purchase
4. All Deans of Schools/ Dean- R&D Cell/Dean-Academic Affairs
5. Director, IQAC
6. Section Heads/ I/c Estates
7. All DRs
8. Technical Cell I/c for Univ. Website
9. PS to Vice Chancellor, PS to Registrar
10. Concerned File & Guard File



Finance Officer (I/c)