

Visva-Bharati, Santiniketan
Finance & Accounts Office

C I R C U L A R

No. Annual Accounts/2015-16/

Date: 12.03.16

Sub: Closing of Financial Year on 31st March, 2016

As per laid down schedule by Finance Ministry, Government of India and Ministry of Human Resource Development, the university needs to finish compilation and completion of Annual Accounts by 31st May. So that the Audited Annual Accounts, after completion of Audit and obtaining of Audit Report & Audit Certificate from C&AG, are submitted in time to MoHRD to enable its' laying in Parliament during December.

To ensure that all allocations are fully utilized please send all claims, bills, etc. within the sanction budget well in advance to ensure utilization of all allocations and processing of all claims latest by 26.03.16.

All the Head of Departments/Bhavanas/Sadanas/Vibhagas/Centres/ Sections / Units etc. are hereby requested to please bring it to notice of everyone and extended their cooperation in achieving utilization of all allocations in full well in time. Any unspent sanctioned Grant will not be carried forward.

9/10/16
12.03.16

Dy. Registrar (Accounts)

Deputy Registrar (Accounts)
Visva-Bharati
Santiniketan

To,

All the Head of Departments/Bhavanas/ Sadanas/Vibhagas/Centres/Sections/Units

Note:

Since consolidation of Statement of Accounts is to be done centrally at Accounts Office, Visva-Bharati the following Units are requested to submit Statement of Accounts in respect of their accounts for the financial year 2015-16 to the Accounts Officer, Visva-Bharati on or before 30.04.16 positively.

} Silpa Sadana
} AERC
} RKVK
} GFTM