

**PANJAB UNIVERSITY CHANDIGARH  
OFFICE OF THE FINANCE AND DEVELOPMENT OFFICER**

To

All the Chairpersons/  
Coordinators of All Centres/  
Heads of the Departments/Branches  
Directors of Regional Centres/  
Panjab University, Chandigarh.

No.1382-1581/FDO

Dated: 20.03.2017

Dear Sir/Madam,

This is in reference to this office circular No.179/FDO dtd 24.01.2017 whereby revised instructions regarding regulations of imprest were notified.

In the above context, this office has received many queries as to whether these instructions are applicable for the imprest drawn with respect to various sponsored research projects and schemes.

It is hereby clarified that since the funds sanctioned under sponsored research projects/schemes are to be utilized within the prescribed time schedule as determined by the concerned sponsoring agency, therefore, the above referred instructions are not applicable on the imprest drawn to carry out the various sponsored research projects/schemes. In such cases the imprest account is to be closed at the time of completion of the respective research project/scheme.

Yours sincerely,

  
Finance & Development Officer