

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. 6/36-6335/FDO/F-85

Dated: 6/10/17

Dear Sir/Madam

This is in continuation to this office letter No. 5704-5903/FDO/F-85 dated 19.09.2017 whereby, it was requested to carry out the physical verification in terms of rules 27.32.1 and 27.32.2 of P.U. Accounts Manual in regard to teaching departments/Regional Centres by the Technical Committees of the respective departments and submit a report latest by 10.10.2017.

In this regards, you are further requested to please ensure that there should a specific statement that there are no shortage/excess in stocks/assets.

You are requested to complete the process and submit reports.

With regards

Yours sincerely


Finance & Development Officer

Copy to:

Director Computer Centre with a request to circulate the above through the official email of the addressees as above.