

78-83/FDOI/8
14/1/14

PANJAB UNIVERSITY, CHANDIGARH

It has been observed that due to some urgency or statutory bindings, sometimes, provisional payments are made pending some formalities to be fulfilled. In such cases, the concerned branch in the Accounts Department has to follow up those cases in order to ensure the compliance of pending formalities and getting it cleared from the Audit. In case of non-clearance, such payment stands in the internal audit report of the office of the Resident Audit Officer as 'Payment under Audit Objection'.

In order to keep a watch on such payments and clearances thereof it is hereby advised that a separate register "provisional payment" be maintained by each Assistant Registrar in Accounts Branch, wherein entry of such payments shall be made before putting it up to the Audit. After the provisional payment, the concerned Asstt. Registrar shall monitor that register to ensure the compliance of pending formalities and getting it cleared from the Audit also.



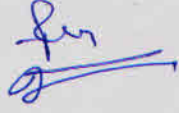
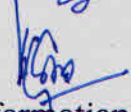
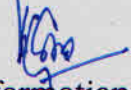
The Resident Audit Officer is also requested that no provisional payment may be admitted without making an entry in the above register duly signed by the concerned Asstt. Registrar.

Above instructions may be followed with immediate effect.


Finance & Development Officer

Encl: Format of Register

Issued to:

1. Sh. Madhu Sudan, A.R.A.-I 
2. Sh. Balbir Khosla, A.R.A.-II 
3. Mrs. Raj Manchanda, A.R.A.-III 
4. Sh. B.B. Talwar, A.R.A.-IV 
5. Sh. Kuldeep Sobti, A.R.A.-V 
6. Resident Audit Officer for information and necessary action. 