

PANJAB UNIVERSITY CHANDIGARH

From Finance & Development Officer Panjab University Chandigarh	To 1. All Regional Centre's P.U. Chd. 2. Principals of all Constituent Colleges 3. Director, UIILS, P.U. CHD 4. Chairperson, Deptt of Laws P.U. CHD
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No. 1563/FDO

Dated. 12-3-2020

Subject: Supply of information regarding Library Securities received from the students not yet lapsed as on 31.03.2019 & 31.03.2020

In order to finalise annual accounts of the University for the year 2019-20, information relating to Library Securities received from the students is required in the proforma as detailed below:

(Amount in ₹)

Op Balance of security a/c as on 01.04.2019 (Bank Balance plus FDR's)	Library Security received during 2019-20	Refund of securities during 2019-20	Interest earned on security a/c during 2019-20	Bank Charges Paid	Closing balance as on 31.03.2020	Amt of security yet not lapsed as on 31/03/2020	Amt of security lapsed as on 31.03.2020
(As per Cash Book)					(As per Cash Book)		

The abovesaid information may be supplied by 9th April, 2020 so that appropriate disclosures and incorporation of the same may be provided in the Balance Sheet for the financial year 2019-20.

YSL
11/3/2020
Incharge (DEAC)

DR (A/c) *12/3*
FDO *12/3*