

PANJAB UNIVERSITY, CHANDIGARH
OFFICE OF THE FINANCE & DEVELOPMENT OFFICER

No. 4363-4562 | FDO

Dated : 24-7-23

To

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

Subject: Disbursement of UGC Fellowship/Scholarships under DBT mode.

Sir/Madam,

This is in continuation to this office letter No. 4208-4407/FDO dated 18.12.2018 and No. 5221-5420/FDO dated 17.9.2019, whereby detailed instructions were issued for submission of monthly confirmatory reports of Fellowship/HRA/Contingency by various departments' along with specific time lines.

The Canara Bank vide its email dated 17.7.2023 has informed the revised timeline for SFMP Portal. According to the revised timeline, the monthly confirmation report for payment of fellowship/scholarship is to be uploaded on UGC-Canara Bank web portal from 1st to 8th of every month w.e.f. August, 2023 onwards. The payment of confirmation will not be available after 8th of the month.

In pursuance to above communication, it is requested that the monthly confirmation report for payment of Fellowship/HRA/Contingency of particular month must be submitted on the 1st working day of succeeding month in the prescribed format.

In case such report is not received on the due date as mentioned above, then it would not be possible for G&P office to upload the same on the UGC-Web portal. In that eventuality the fellowship of that month would not get

disbursed to the concerned research scholar and the responsibility for the same shall rest upon the concerned department.

The other instructions communicated vide office circular under reference shall remain the same.

All are requested to ensure the meticulous compliance of the above procedure including strict observance of time schedule so that timely disbursement of Fellowship/Scholarship to the concerned research scholar/student may be ensured.

A handwritten signature in black ink, followed by a vertical line and the date '24/7/23' written to the right of the line.

Finance & Development Officer

Copy to the following for information/necessary action:

1. SVC for kind information of the Hon'ble Vice Chancellor.
2. The Registrar, P.U., Chandigarh for information.
3. D.R. (Accounts) for necessary action.
4. Director, Computer Centre with a request to circulate the above circular through the official emails of the addressees as above.