

PANJAB UNIVERSITY, CHANDIGARH

From

Deputy Registrar (Accounts)
Panjab University
Chandigarh-160 014

To

The Chairperson / Co-ordinator/
Head of Departments/ P.U. Regional
Centres/Constituent Colleges
Panjab University, Chandigarh

13533-13732/A
No. /FDO

Dated : 7/12/2023

Dear Sir/Madam,

As per the present structure of standard budget heads, a combined budget provision has been sanctioned under the head "Books, Journal, Magazine, Newspaper, Subscriptions, Software/Spectrum Licenses etc." to the Teaching Departments, Centres, Constituent Colleges, A.C. Joshi Library, Chandigarh and Extension Library, Ludhiana.

For various reporting purposes, bifurcated breakup of expenditure incurred under the budget head "Books, Journal, Magazine, Newspaper, Subscriptions, Software/Spectrum Licenses etc." is required as under:

- (i) Books, Journals, Magazine etc.
- (ii) E-Journals & E-Resources
- (iii) Software Licenses

You are therefore, requested to submit the bifurcated details of above budget head w.r.t. actual expenditure incurred in 2022-2023 and to be incurred as per approved RE 2023-2024 and BE 2024-25 circulated vide No.13324-13523/A dated 07.12.2023 in following format:


I. Actual expenditure during 2022-2023:

Sr. No	Head	Amount 2022-2023
(i)	Books, Journals, Magazine etc.	
(ii)	E-Journals & E-Resources	
(iii)	Software Licenses	
	Total	

II. Approved provision for 2023-2024 & 2024-2025:

Sr. No	Head	2023-2024	2024-25
(i)	Books, Journals, Magazine etc.		
(ii)	E-Journals & E-Resources		
(iii)	Software Licenses		
	Total		

The above information may be supplied to the undersigned by 31.12.2023.


Deputy Registrar (Accounts)