

PANJAB UNIVERSITY CHANDIGARH
OFFICE OF THE FINANCE AND DEVELOPMENT OFFICER

To

1. All the Chairpersons/Co-ordinators of all Centres/Head of the Departments/Branches
2. Directors of Regional Centres
3. Principals of all Constituent Colleges

No. 9460-9659/A

Dated: 6/11/2020

Sir/Madam,

It has been brought to the notice of the undersigned that the electricity bills of many Departments/Offices are being raised by the Electricity Department on average basis (i.e. bill on Average). The reason for such average billing includes defective/burnt meter, inconsistent reading, reading not received etc.

It may be pertinent to mention that the average based bills of Electricity Department are subject to adjustment on the basis of actual consumption recorded during the corresponding period (either before to the period of average billing or after the period of average billing). The result of such adjustment is accumulation of arrears towards the University. In such a situation the budgeting exercise of this office for payment of electricity bills get disturbed and sometimes it becomes difficult for the office to pay such huge accumulated arrears on account of average billing made by the Electricity Department in the past.

In order to avoid such circumstances, all the Heads of the Departments/Offices/Regional Centres/Constituent Colleges are requested to ensure that the electricity bills must be prepared by the Electricity Department on the basis of actual consumption. In case, the electricity meter of the concerned Department/Office/Regional Centres/Constituent Colleges found to be defective (for any reason) then immediate steps be taken to get it replaced from the Electricity Department. It may be noted that payment on average bill shall not be admitted for two billing cycles in a row.

Please ensure the necessary compliance.

With regards,

Yours sincerely,


D.R. (Accounts)

Copy to:

- i) SVC for kind information of the Vice-Chancellor
- ii) Registrar-cum-Finance & Development Officer for information
- iii) All A.R. (Accounts) for compliance.
- iv) Director (Dr. A.P.J. Abdul Kalam Computer Centre) with request to circulate the above circular through the official e-mail of the addresses as above.