

PANJAB UNIVERSITY, CHANDIGARH
OFFICE OF THE FINANCE & DEVELOPMENT OFFICER

From Assistant Registrar (Accounts) Panjab University Chandigarh	To All the Chairperson/ Coordinators of All Centres/ Heads of the Departments/Branches Directors of Regional Centres/ Principals of Constituent Colleges Panjab University, Chandigarh
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No. 635-834/A

dated 12/4/2023

Subject: Closure of Imprest Account 2022-2023 and release of Imprest Amount for the Financial Year 2023-2024.

Sir/Madam,

The Vice Chancellor has allowed the release of imprest amount to all the Departments/Branches/Centres/Regional Centre/Constituent Colleges for the financial year 2023-2024 after the closure of Imprest Account of Financial year 2022-2023. The amount of new Imprest to release will be equal to the amount sanctioned in the financial year 2022-2023.

Yours faithfully


Assistant Registrar (Accounts)

Copy to:

- a) SVC for kind information of Hon'ble Vice Chancellor
- b) P.A. to Registrar for information of the Registrar
- c) P.A. to F.D.O. for information of the Finance & Development Officer
- d) D.R. (Accounts), A.R. (Accounts-I, II, G&P)
- e) All Office Supdt (Salary) for compliance
- f) Assistant Controller (Local Audit) for information and necessary action.
- g) Director, Computer Centre with a request to circulate above circular through official emails address of the above.