



F.No.1518/F&A/CUK/17-18/

Date:06.03.2018

By Email Only

CIRCULAR

For compilation of Current Financial Year Annual Accounts (2017-18), the Finance Section needs to work on various aspects before the closure of accounts by **31 st March, 2018.**

In this context, it is hereby requested to all the concerned, for full & final settlement of **advances** drawn for official purposes, **LTC, Imprest** on or before **23.03.2018.**

Keeping in view the closure of accounts by 31st March 2018, the requests for new advances will not be considered after **20th March,2018,** except in emergency cases and they are also required to be settled possibly by **31st March,2018** only.

Imprest and advances for the next financial year (2018-19) will be released from the **1st week of April -2018** on obtaining the approval from the Competent Authority. It may also be noted that if the earlier advance is not settled, the second advance cannot be released as per **General Financial Rules (GFR) 2017** and it may attract audit observations


Finance Officer 06/3/18
FINANCE OFFICER
Central University of Karnataka
Kakaburagi - 585367

Copy to:

1. PS to the Vice Chancellor
 2. PS to the Pro Vice Chancellor
 3. PS to the Registrar
 4. The Internal Audit Officer
 5. All the Deans/Hods/Coordinators/Section Heads :- *for compliance*
 6. The system Analyst: - *to the place this circular in CUK Website.*
- } *for information please.*