

No:-F. (OP-BGT)KU/14
Dated:-October 17, 2014

Head Department
of Statistics,
University of Kashmir, Sgr.

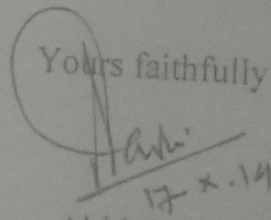
Sir / Madam,

The undersigned is directed to request you to kindly operate the actual Budget Estimates in respect of B.O.C / Office Contingencies of your Department / Centre / Unit for the current financial year 2014-15 upto 75% till December 2014, while operating upon the budget, the following guidelines may please be adopted:-

1. That the provision in the Budget is intended to cover all the charges including past liabilities, if any,
2. That the expenditure in any case should be kept at minimum possible level and should not exceed the budgetary provisions;
3. That the expenditure should be incurred only after following codal procedures.
4. That the Budget Head "Hot & Cold Weather Charges" shall be operated Centrally and no purchase by debit to this Budget Head be made by any Department / Centre / Unit.

for needful
ABQ

Yours faithfully


17.10.14

Abid Qadri
Assistant Registrar
(Budget)

say