



SHREEMATI NATHIBAI DAMODAR THACKERSEY

WOMEN'S UNIVERSITY

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Ac/Finance/2014-15/125

Date :- 10-06-2014

Ref. No.

CIRCULAR

To,

1. All Principals of the Colleges conducted by SNDTW University
2. All Directors/Heads/Co-ordinators/In-Charge of the University
Departments at Churchgate, Juhu & Pune Campuses

Subject :- Action taken on the resolutions passed by the Finance & Accounts Committee & Purchase Committee.

As per provision 75 (2) and 75 (3) of the Maharashtra Universities Act, 1994, Finance & Accounts Committee and Purchase Committee meetings are to be organized at the level of the Finance & Accounts Officer on the receipt of the proposals from the Directors/Heads/Co-ordinators/In-Charge of the University. After the minutes of the meetings are confirmed the resolutions contained therein are circulated to the concerned Directors/Heads/Co-ordinators/In-Charge of the department, who had submitted their proposals to the respective committees for approval.

On the receipt of such intimation from the Finance & Accounts Officer, you are requested to kindly intimate the Finance & Accounts Officer within 8 days regarding the action taken at your end with regard to the resolutions passed by these two committees. This will enable the Finance & Accounts Officer to enlighten the committees in the next meeting regarding the action taken at your end on the resolutions passed by these committees.

Please kindly send your reply within 8 days from the receipt of such letter from Finance & Accounts Officer failing which it will be presumed that no any action has been taken at your end regarding these resolutions and the matter will be reported to the competent authority for further and necessary action.

M. S. KUMAR

Finance & Accounts Officer

Copy submitted to :-

1. Hon. Vice-Chancellor, S.N.D.T. Women's University, Mumbai - 400 020.
2. Hon. Pro.Vice-Chancellor, S.N.D.T. Women's University, Mumbai - 400 020.

Copy for information :-

1. The Registrar, S.N.D.T. Women's University, Mumbai - 400 020.
2. The Director, B.C.U.D., S.N.D.T. Women's University, Mumbai - 400 020.
3. The Controller of Examination, S.N.D.T. Women's University, Mumbai - 400 020.
4. The University Librarian, S.N.D.T. Women's University, Mumbai - 400 020.

Copy for Finance & Accounts Section record :-

1. Finance & Accounts Section - Standing Order File.