

SNDT Women's University

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श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग

मुंबई ४०० ०२०

Telegram: UNIWOMEN

Website: sndt.ac.in

Ac/Finance/2016-17/683

Date: 25-01-2017

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.

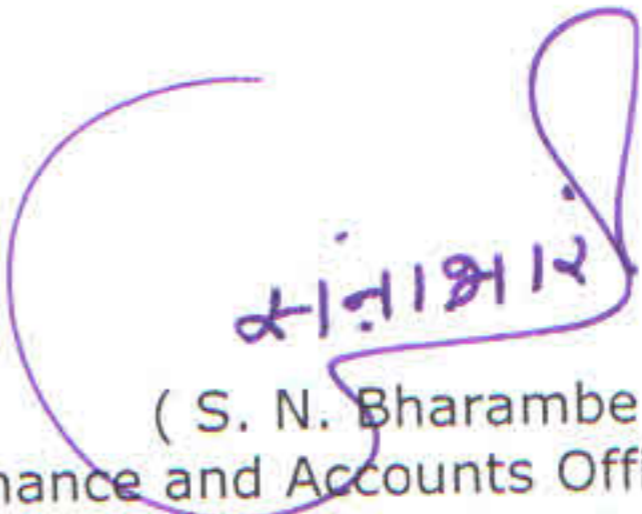
Subject : Completion of Revised Budget for the year 2016-17 and Budget Estimates 2017-18.

Dear Sir/Madam,

As you know that budget preparation is a time bound activity. As per the Circular No. Ac/Finance/2016-17/682 dated 12-01-2017 a meeting of all accountants was scheduled on 13 January for Churchgate & Juhu & 16th January, 2017 for Pune, in which it was declared that by 19th of January, 2017 all the entries for budget in Uni-Suite format should be complete. So far, not a single department has submitted the department budget for scrutiny. All of you are hereby requested to take this activity very seriously and submit your budget to the Finance & Accounts Department in Uni-Suite format by 30th January, 2017 positively. Failing this, strict action will be taken against the departments.

Please note that your Accountant and Clerks who are supposed to enter the data supplied by you in the budget format are not attending the meetings and camps organized by Finance & Accounts Departments for solving difficulties in budget preparation.

Thanking you,


(S. N. Bharambe)
Finance and Accounts Officer (Addl.Charge)
SNDT Women's University