

SNDT Women's University

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श्रीमती ना. दा. ठाकरसी विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग

मुंबई ४०० ०२०

Telegram: UNIWOMEN

Website: sndt.ac.in

Ac/Finance/2018-19/ 34c

Date :- 10-04-2018

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 :- Day Book Settlement.

Sir/Madam,

It is brought to your notice that the Day Book has not been settled year wise till date. Kindly instruct the Accounts Personnel to settle the Day Book of Financial Year 2015-16 & Financial Year 2016-17 of your conducted Departments/Institutions by 25th April, 2018 and for the year 2017-18 by 10th of May, 2018.

Noncompliance of these instructions will be viewed seriously.

J. P. Bhole
10/4/18

(Janhavi P. Bhole)
Finance & Accounts Officer (Addl.Charge)