कर्नाटक केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF KARNATAKA
(Established by an Act of the Parliament in 2009)

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F.No. /CUK/F&A/1520/23-24/

Date: 06.02.2025

By Email Only

CIRCULAR

Submission of Financial Statements *(Annual Accounts of 2024-25)* is a time bound work for '**Compliance Audit**' by the O/o the Director, PDA, Comptroller & Auditor General, Bengaluru. In order to finalise the Annual Accounts (24-25) of CUK on time, the Finance & Accounts Section needs to work on various aspects before the closure of current year accounts (i.e., by **31st March, 2025).**

In this context, it is hereby brought to the notice of all the stake holders, to settle the advances drawn for conduct of any event/programme, tour etc., Imprest & LTC advance and any claims for reimbursement, **latest by 18.03.2025**, so as to avoid 'carried forward' the amount as 'unsettled/outstanding advance' in the books of accounts and Audit Enquiry.

Please ensure that the items purchased shall be recorded in the appropriate register with stock entry seal and signature (to be affixed on face of the bill) and certification on each bill with signature of the official concerned.

Keeping in view the closure of accounts by 31st March 2025, the requests for new advances will not be considered after **21st March,2025,** except in emergency cases and they are also required to be settled possibly by **31st March,2025** only.

Imprest and others advances for the next financial year (2025-26) will be released during the month of April -2025 *(subject to availability of funds under the respective head)* on obtaining the approval from the Competent Authority. It may also be noted that if the earlier advances are not settled, the second advance will not be released in terms of **General Financial Rules (GFR) 2017**.

This issues with the approval of the Competent Authority.

Finance Officer

Finance Officer
Central University of Karnataka
KALABURAGI-585367

Copy to:

1. PS to the Vice Chancellor, CUK
2. PS to Registrar, CUK
3. The Internal Audit Officer, CUK

for information please.

5. All the Deans/HoDs/Coordinators/Section Heads: - *for compliance*
6. The system Analyst: - *with a request to upload the circular in CUK Website.*