



THE OFFICE OF CONTROLLER OF FINANCE
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
Sector-16 C, Dwarka, New Delhi – 110078 Website: <http://ipu.ac.in>
Finance & Accounts Branch

No. F. IPU/ Accts/Budget/2016-2017/04

16th December, 2016

Subject: Submission of budgetary requirement for R.E. 2016-17 & B.E. 2017-18 -reg.

Budget Estimate (B.E) 2016-17 has already been communicated to schools/Departments vide office letter no. F. No. IPU/ Accts/Budget/2016-2017/01 Dated 21/04/2016. In order to review the budgetary expenditure for 2016-17 (i.e from 1st April 2016 to 15th December 2016), please find enclosed herewith the following information to verify the budgetary expenditure for 2015-16 from your departmental budget control register.

1. Budget Estimate for 2016-2017 for a particular expenditure head (at column no.-1)
2. Actual Expenditure from 1st April to 15th December, 2016 for 2016-17 (at column no-2)
3. Balance budget for 2016-17 (at column no.-4)

In view of the above, you are also requested to kindly confirm the actual expenditure of your School/ Department upto 15th December 2016 after matching it from your department budget control register (BCR) and in case of any, discrepancies kindly approach the Accounts branch for rectification.

It is further requested to kindly furnish the budgetary requirements for Revised Estimate 2016-17 & Budget Estimate 2017-18 along with full justification, wherever required till 30th December, 2016.

It may kindly note that in case of non receipt of desired information by due date, B.E 2016-17 will be treated as R.E 2016-17 and B.E 2017-18 will be finalised on rational basis.

This issues with the approval of Controller of Finance


(Munish Gambhir)
(Finance Officer)

Encl:- As above

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1. Dean, USBT, USICT, USLLS, USMS, USBAS, USAP, USEM, USHSS, USCT, USE, USMC, USET, USMPMHS
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3. Controller of Examination
4. Librarian, UIRC
5. Superintending Engineer, UWD
6. Incharge, Affiliation
7. Joint Registrar, Planning
8. Joint Registrar, Estate & Security
9. Deputy Registrar, General Administration
10. Deputy Registrar, Purchase
11. Incharge, Academic Admissions
12. Incharge, Store
13. Assistant Registrar, SDC
14. Public Relation Officer
15. Finance Officer I/II/III
16. AR to VC (for information of Hon'ble VC)
17. AR to Registrar (for information to Worthy Registrar)
18. Incharge, CHVE
19. Chairman, CCGPC
20. Chairman, UITS-for upload same in the University website under the link of A/C Branch
21. Office Copy