



# UNIVERSITY OF KASHMIR, SRINAGAR


## ORDER

Sub:- 100% operation on Budget Estimates 2016-17.

Ref:- Finance Committee meeting held on 01.10.2016.

The Vice-Chancellor has authorized sanction of additional 75% of Budget Estimates 2016-17 under Office Contingency (O.C) / B.O.C in favour of all Departments / Centres / Campuses / Units of the University for Financial Year 2016-17 making the total sanctioned Non-Plan Budget 2016-17 for B.O.C at 100% so far. The extract / copy of the Budget Estimates 2016-17 for Office Contingency / B.O.C pertaining to the concerned Centre / Campus / Unit is also enclosed as annexure to this order.

By Order,

  
Assistant Registrar  
(Budget & Creation)

No:-F (operation-O.E)Bgt/KU/16

Dated:-November 9, 2016

Copy to:-

- ✓ Dean, Academic Affairs;
- ✓ Dean, College Development Council;
- ✓ Deans of all Faculties;
- ✓ Dean, Students welfare;
- ✓ Chairman Sheikh-ul-Alam Chair;
- ✓ Director, Directorate of Internal Quality Assurance / Directorate of Physical Education Sports / Directorate of distance Education;
- ✓ Directors of various Research Centres/Units/Institutes;
- ✓ Director, Institute of Kashmir Studies;
- ✓ Director, Convocation Complex;
- ✓ Director, North/ South / Zakura Campuses;
- ✓ Heads of all Teaching Departments;
- ✓ Controller of Examinations;
- ✓ Special Secretary to Vice-Chancellor;
- ✓ Librarian, Allama Iqbal Library;
- ✓ Principal, Institute of Music & Fine Arts;
- ✓ Provost/Chief Proctor/Chief Security Officer;
- ✓ All Wardens of the Hostels;
- ✓ Officer Incharge, U L D;
- ✓ Assistant Registrar, Sub Office Jammu;
- ✓ All Officers of the Registry / Examination Wing;
- ✓ Deputy Registrar, Accounts / Examination Accounts;
- ✓ P S to Registrar;
- ✓ A R, Public Relation;
- ✓ File;
- ✓ Master File.



UNIVERSITY OF KASHMIR, SRINAGAR

Department:- **MERC**

(Office Contingencies)


S.No	Head of Account	Estimates for 2016-17
1.	Postage & Telegrams	₹ 4,500/-
2.	Stationery	₹ 41,400/-
3.	Hot & Cold Weather Charges	₹ 20,000/-
4.	News Material	₹ 18,000/-
5.	Miscellaneous	₹ 33,300/-
6.	T.P Services	₹ 1,67,300/-
7.	Repair to Furniture & Equipment	₹ 9,000/-
8.	Equipment	₹ 2,60,000/-
9.	Books, Journals & ED. Software	₹ 1,30,500/-
10.	Maint. & Fuel Charges for Vehicles	₹ 91,800/-
11.	Printing of Lab Journal	₹ 30,600/-
12.	Visiting Faculty	₹ 74,700/-
13.	Workshop, Seminars & Conference	₹ 88,000/-
14.	Photographic Material	₹ 36,900/-



15.	Furniture / Furnishing	₹ 18,000/-
	<b>Total</b>	<b>10,24,000/-</b>

While operating upon the sanctioned 100% Budget allocation, the following guidelines shall be followed:-

- i. That the expenditure shall be incurred only after obtaining requisite authorization followed by observance of codal procedures within the sanctioned funds only.
- ii. That the Budget Head "Hot & Cold Weather Charges" shall be operated Centrally and shall in no case be operated upon.

  
Assistant Registrar  
(Budget & Creation)