



तमिलनाडु केन्द्रीय विश्वविद्यालय
(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)
CENTRAL UNIVERSITY OF TAMIL NADU
(Established by an Act of Parliament, 2009)
नीलक्कुड़ी परिसर/Neelakudi Campus, कंगलान्चेरी/Kangalancherry,
तिरुवारूर/Thiruvapur - 610 005

No.CUTN/FO/2018-19/1058

October 12, 2018

CIRCULAR

**Sub.: Improving Financial Management and strict compliance of
Rules / Procedures -reg.**

It has been observed that some of the Departments/Sections/Individuals are submitting bills/claims to Finance Section for payment without obtaining prior approval and seeking post-facto approval. Such cases are severely affecting the planning and utilisation of funds in CUTN. As per General Financial Rules (GFR), 2017 all the financial sanctions shall be issued with the concurrence of the Internal Finance Wing in accordance with the procedure laid down in the Delegation of Financial Power Rules / Delegation of Financial Powers issued by CUTN, and orders issued thereunder from time to time.

In view of the above and in the context of the current fiscal situation, there is a need to emphasize the existing rules & procedures of CUTN and to rationalise expenditure & optimize available resources. The following measures/guidelines be adopted to achieve fiscal prudence:

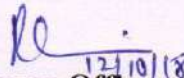
- a) Prior sanction must invariably be obtained for any activity having financial implications before making any move.
- b) Requests for post-facto sanction to be severely discouraged unless otherwise extreme emergency cases.
- c) Expenditure shall be restricted within the approved sanction limit and excess expenditure is to be avoided completely.
- d) Bills / Claims of sanctioned activities shall be submitted to finance section for payment process within 15 days from the date of completion of the activity.
- e) Bills/Claims submitted without prior sanction will not be entertained.
- f) Facility of Video Conferencing may be used effectively.
- g) Available resources be utilized optimally.
- h) Ensure all procedures are compiled as per General Financial Rules (GFR), 2017/ CUTN Norms and there is no infructuous or wasteful expenditure.

This issues with the approval of Competent Authority.

To
All Concerned

Copy to

- 1) Vice Chancellor, CUTN, Tiruvarur
- 2) Registrar, CUTN, Tiruvarur
- 3) COE. CUTN, Tiruvarur
- 4) File


Finance Officer

बी. एम. ए. वी. पलानी
CMA V. PALANI

वित्त अधिकारी

Finance Officer

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