

**MATTER URGENT  
OUT TODAY**

**SKUAST  
KASHMIR**

Comptroller's Office, Shalimar

Phone/Fax: 0194-2461272

e-mail: [comptroller@skuastkashmir.ac.in](mailto:comptroller@skuastkashmir.ac.in)

**C I R C U L A R**

**Subject: Preparation/Furnishing of Budget Estimates 2018-19 and Revised Estimates 2017-18 - Instant submission without any further delay**

It is very unfortunate to learn that no serious concern is initiated by the Dy./Assistant Comptrollers/Drawing & Disbursing Officers towards timely submission of information being of important nature. The office of the undersigned is presently busy with the preparation of budget and are trying best to prepare the comprehensive information well before scheduled date. But unfortunately the human resource concerned with the domain of accounts are not reciprocal from their end as a consequence of which the pace of the work gets badly affected.

The circular issued vide No. AU/Acctts/Budget/17-18/3470-3554 dated 03.07.2017 through which all constituent units of the university were informed to submit the relevant information as per devised formats by or before 15<sup>th</sup> of July 2017 and B2 by 3<sup>rd</sup> of October 2017 has not been responded so far which speaks of non-seriousness on the part of Dy./Asstt.Comptrollers/DDOs. Before resorting to any course of action it is impressed upon all Dy./Asstt.Comptrollers/DDOs to submit the compact information as per formats already provided to them **by or before 15<sup>th</sup> of August 2017** without any further loss of time.

  
Comptroller

No.AU/Compt/PA/C-2/17/4637-4721  
Dated:August 09, 2017

CC:

- ✓ All Officers/Deans/HoDs/PCs/I/C Stations .....
- ✓ All Dy./Assistant Comptrollers .....
- ✓ All Drawing & Disbursing Officers.....
- ✓ Secretary to Vice-Chancellor for kind information of Hon'ble Vice-Chancellor, SKUAST-K, Shalimar
- ✓ I/C ARIS, SKUAST-K, Shalimar for uploading the same on university website