



UNIVERSITY OF JAMMU

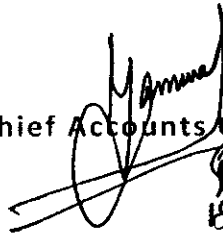
CIRCULAR

With reference to allocations under different object heads already issued to all the Departments/Centres/Campus of the University, a number of verbal requests have been received from various Departments wherein they have intimated that out of the grants released, there are certain object heads in which the amount released cannot be utilized in full during this financial year whereas in other object heads they have additional requirement over and above the allocated funds. Accordingly, all the Departments are requested to submit re-appropriation proposals, if any, pertaining to the requirement of funds under any object head(s) from those object heads where there is no likelihood of any further expenditure upto 31/03/2024.

The re-appropriation proposal may please be submitted only after being fairly satisfied that no additional funds shall be required upto 31/03/2024 under the object head out of which savings are proposed to be re-appropriated. Any wrongly submitted proposal which might disturb the overall budgetary allocations of the University shall solely be the responsibility of officer submitting the proposal.

The proposals may kindly be submitted strictly between 19th of February, 2024 to 29th of February, 2024 only, along with the re-appropriation forms (copy enclosed), after which no proposal(s) shall be entertained.

These instructions are being issued after due approval.


Chief Accounts Officer
15/2/24

No: Fin./II/2023-24/ 8800-03
Dated: 16/02/2024

Copy to:

1. Special Secretary to Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor please.
2. Sr. PA to Registrar for kind information of the Registrar please.
3. Assistant Registrar (Budget) for information.
4. Assistant Registrar (Accounts) for information.
5. incharge website for uploading.



UNIVERSITY OF JAMMU

FORM B-6

FORM OF APPLICATION FOR REAPPROPRIATION OF FUNDS

FINANCIAL YEAR: 2023 - 2024

DEPARTMENT/OFFICE: _____

CONTACT DETAILS: Mob Nos: _____ EPABX: _____

E-mail ID: _____

MAJOR HEAD (Code & Name): _____

Sub-head/Detailed Head/Object Head	Appropriation and progress of expenditure						
<u>Minor Head</u>	Total Amount Sanctioned	Actual expenditure till date	Probable expenditure during remainder of the year	Amount required for reappropriation	Grant as it would remain after reappropriation	Reason for increase or reduction	
1	2	3	4	5	6	7	
Head of account proposed to be increased							
Head of account proposed to be reduced							

Seal & Signature of the Officer

FOR USE IN THE BUDGET SECTION

ORDER OF SANCTION:

Re-appropriation of Rs. _____ sanctioned.

A.R.(Budget)

CAO

Registrar

Vice-Chancellor

COMMUNICATION OF SANCTION

Order of re-appropriation vide No. Fin./II/2023-24/_____ Dated _____