

S.N.D.T. Women's University

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A- Grade (CGPA 3.08)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यु मरिन लाईन,
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Telegram : UNIWOMEN

Website : sndt.ac.in

Ac/Finance/2023-24/ 417.

Date: 24th August 2023

C I R C U L A R

URGENT AND IMPORTANT

To,

1. All Principals of the Colleges conducted by SNDTW University
2. All Directors/Heads/Co-ordinators/In-Charge of the University Departments at Churchgate, Juhu & Pune Campuses.

Sub. : Declarations to be given for submission of status to Finance and Accounts Committee periodically

Sir/Madam,

With reference to the Management Council Meeting dated 20th July 2023 following resolution was passed:-

Resolved further that the compliance report of statutory deductions and updation of books of accounts should be reported to the Management Council periodically.

For the said purpose, a format of checklist and undertaking are being circulated for submission of the information through Finance and Accounts Committee to the Management Council Members.

The tentative schedule of Finance and Accounts Committee is first week of September 2023. Hence the declarations and undertakings and checklist should be submitted before 31.8.2023.

After that the checklist alongwith undertaking should be submitted on quarterly basis eg next submission to be done for the information till 30.9.2023 by 15th October 2023 and so on

This needs to be mandatorily followed.

Non Compliance of the same shall be reported to the Finance and Accounts Committee and Management Council.

Thanking you,

V. Desai
25/8

(Mr Vikas Desai)
Finance and Accounts Officer
SNDT Women's University

- Cc to
1. Hon Vice Chancellor
 2. Hon Pro Vice Chancellor
 3. Registrar
 4. Director of Board of Examinations and Evaluations