



SHREEMATI NATHIBAI DAMODAR THACKERSEY

WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road, Churchgate, Mumbai - 400 020.
Telegram : UNIWOMEN • Telephone : 2203 1879 • Fax : 2201 8226
Website : www.sndt.ac.in

Ref. No.

SPP/2013-14/ 68

30/07/2013

CIRCULAR

1. All Principals of the colleges conducted by SNDT Women's University
2. All Directors / Heads / Co-ordinators / In-Charge of the University Departments at Churchgate, Juhu, Pune Campus

SUB: Salary Grant-in-aid Assessment Programme for FY 1995-96 to 2012-13.

As per the communication from the Jt. Director Higher Education, Konkan Region, Panvel, the Final Assessment of the Salary Grant-in-aid provided to the SNDT Women's University and its Departments/Institutions is scheduled to be commenced from 06.08.2013 for the Financial Years 1995-96 to 2012-13. Further the Assessment of the Grant-in-aid is very important for our University from the point of the release of the Grant-in-aid which is in arrears for more than a decade, therefore it is considered as top priority. The self explanatory communication from the Jt. Director Higher Education, Konkan Region, Panvel along with the prescribed proforma is enclosed for your kind perusal & ready reference. To facilitate the compilation of the information required in this regard, separate detailed guidelines are being issued from the Registrar as well as Director BCUD, in the meantime it is requested to keep the necessary record & information ready for the period FY 1995-96 to 2012-13.

2. Keeping in view the arrears of grant-in-aid and expenditure being incurred on various salary related items like, Clock-Hour-Basis (CHB), Part-time, Consolidated Pay etc. for which no claims so far were made to the Jt. Director, Higher Education, Mumbai Region, therefore it is very much essential to ensure that our University recovers such large expenditure for which no grant-in-aid was so far sanctioned. It is therefore requested to provide to the Grant Assessing Officer SPS Claims related all such information in the prescribed **Proforma - I, II, III & IV** designed separately for each financial year for period under assessment & while doing so utmost care be taken to ensure that expenditure related information does not miss out.



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3. In the said regard it is further requested to submit the appropriate information in respect of SPS posts approved to your departments / institutions / colleges to be filled in the prescribe **Proforma - I, II, III & IV** (attached) for the period from 1999-2000 to 2012-13. Please note that the said information is to be provided in the **Excel File Format in Verdana Font (Size 10)** and it should be ensured that the said information is forwarded to the SPP Unit on or before 03.08.2013 on the following address & to the concerned officials.

Ms. Rajshri Sarawade, Assistant Registrar	sppsalary@sndt.ac.in	2208 8296
Mr. Rajendra Wategaonkar, Asstt. Accountant	rswategaonkar@yahoo.in	2200 7933

4. For any further guidance in this respect the same can also be sought over phone or e-mail from the Finance & Accounts Officer as well as from the above named officials.

5. It is further be noted that a **training cum orientation meeting in regard to Assessment of the Salary Grant-in-aid is organised on 3rd August 2013 at Committee Hall, Churchgate Campus at 12.00 Noon for the Accountant & persons looking after the accounts** & therefore kindly ensure that the concerned representative of your department/institution attends the same, so as to understand the process & facilitate filling of the information accurately in the number of proformas.

6. In view of the time constraint, kindly ensure that the information of your department / institution is provided on or before 5th August 2013 and any delay or non provision thereof shall be the sole responsibility of the concerned Head of Department.

7. This circular is issued with the concurrence of the Competent Authority.

Virendra Jadhavrao
Finance & Account Officer
S.N.D.T. Women's University

ENCL: A/a



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Copy submitted to:-

1. Hon. Vice-Chancellor, S.N.D.T. Women's University, Mumbai – 400 020.
2. Hon. Pro.Vice-Chancellor, S.N.D.T. Women's University, Mumbai – 400 020.

Copy for information :-

1. The Registrar, S.N.D.T. Women's University, Mumbai – 400 020.
2. The Director, B.C.U.D., S.N.D.T. Women's University, Mumbai – 400 020.
3. The Controller of Examination, S.N.D.T. Women's University, Mumbai - 49.
4. The University Librarian, S.N.D.T. Women's University, Mumbai – 400 020.

Copy for Finance & Accounts Section record :-

1. Finance & Accounts Section – Standing Order File.
2. SPP Section - Standing Order File.