



SHREEMATI NATHIBAI DAMODAR THACKERSEY

WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road, Churchgate, Mumbai - 400 020.
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Ref. No. AC/FINANCE/2013-14/26

Date:- April 4, 2013

CIRCULAR

To,

1. All Principals of the Colleges conducted by SNDT Women's University.
2. All Directors/Heads/Coordinators/In-charge of the SNDT Women's University Departments at Churchgate, Juhu & Pune Campuses.

Subject- Remittance of the Deposit Amount towards the Salary Fund.

In order to streamline the timely disbursement of the pay allowances on the appointed day the issue of creation of Salary Fund was under active consideration. The objective behind creation of Salary Fund is to ensure timely disbursement of the pay & allowances by sustaining the temporary burden on the exchequer due to non-receipt of Salary Grant-in-aid from the Government.

2. In view of the above it has been considered by the Management Council to create a Salary Fund for the said purpose at the level of S.N.D.T. Women's University and each Department/Centre/Institutions should make contribution to the Salary Fund equivalent to one month's gross salary in the form of deposit. You are therefore requested to kindly make a deposit of an amount equivalent to one month's gross salary payable as on 1st April, 2013 rounded off to the nearest thousand to the said fund as a contribution, on account of deposit.

3. It is therefore requested to kindly remit the deposit required amount towards contribution to Salary Fund on or before 25th of April, 2013. The said amount to be deposited through Challan under **Major Head "Salary Fund" & Sub Head "Deposits From Institutions" (Budget Code C000R05202000)** in the SNDT Women's University Bank Account maintained in the name of "Finance & Accounts Officer, SNDT Women's University" with Canara Bank, New Marine Lines Savings Bank Account No. 1389101070854 having ISFC Code CNRB0001389. The amount of Deposit remitted towards Salary Fund shall be shown in your books of accounts **under Major Head "Other Advances & Loans", Sub Head "Advances to University & Institutions", Detailed Head "Advances Paid" (Budget Code D000P08301001).**

4. All the concerned Head of the Department /Institutions/Centers are therefore requested to kindly note these guidelines & also bring these instructions to the notice of staff working under the control.

This circular is issued with the concurrence of Competent Authority.

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

CIRCULAR - REMITTANCE OF THE DEPOSIT AMOUNT TOWARDS THE SALARY FUND 1/2

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.