

OFFICE OF THE COMPTROLLER ::::::::::ASSAM AGRICULTURAL UNIVERSITY
JORHAT – 785013.

Memo No.AAU/Bt-2/CP-29/2012-13/CM

Dtd. / /2021

OFFICE MEMORANDUM

With a view to expedite clearance of proposal for sanction, it is impressed upon all concerned to incorporate the following informations in the note sheet of the file in which the proposal is mooted for sanction of schemes/projects other than works.

Name of the Scheme/Project	
Budget head indicating the description of sub head.	
Budget Provision	
Fund received uptodate	
Sanctions issued uptodate	
Balance fund available	
Status of adjustment of earlier advance if any, in case of proposal for advance.	
Mode of fixation of rate of the articles/goods [Specify, if CPC approved rate or NIT was floated or other method adopted (Indicate the method)].	
In case of scholarship and other beneficiary oriented scheme, reference of approved list of scholars/beneficiaries	

This will come into force w.e.f. 01.04.2021.

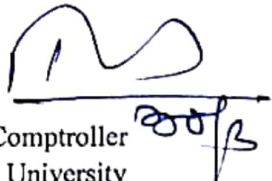
Sd/-
Comptroller
Assam Agril. University
Jorhat-13.

No.AAU/Bt-2/CP-29/2012-13/CM 9614 - 76

Dtd. 30/3/2021

Copy to :-

1. The Secy. to The Hon'ble Vice-Chancellor, Assam Agril. University, Jorhat-13.
2. The Registrar, Assam Agril. University, Jorhat-13.
3. All Deans/Directors/DPP/Associate Deans/Chief Scientist/ Sr. Scientist & Heads of KVKs, Assam Agril. University, Jorhat/Khanapara/Outstaions.
4. Office Copy.


Comptroller
Assam Agril. University
Jorhat-13.