



Dr. Shehbaz Ahmed
Finance Officer

No. MANUU/F&A/2024-25/ 1072

7th November 2024


CIRCULAR

The Finance & Accounts wing is being streamlined and all are requested to extend cooperation to ensure timely payments and disbursals.

All the Deans / Heads / Section Heads are requested to submit the monthly attendance of Guest Faculty & Contractual Staff in the afternoon of last working day of month itself to the Salary Section by email : **finance.bas@manuu.edu.in**.

Kindly adhere strictly, so as to process and release the salaries to the staff on time, failing which their salaries can only be processed after 15th of that month.

Thanking you for your support.


FINANCE OFFICER
21/11/24

Copy to the Following :

1. Peshis of Hon'ble Vice Chancellor, Registrar, OSD-1 & OSD II
2. The Controller of Examinations
3. The Director, DDE
4. All The Deans of Faculties
5. All the HoDs of Departments
6. All the Section Heads