

MOST URGENT



DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
SHAHABAD DAULATPUR, BAWANA ROAD, DELHI-110042
FAX: +91-11-27871023,
(ACCOUNTS BRANCH)

No.F.5/ DTU/Accounts/2023-24/1966/ 110

Dated: 06/05/2024

OFFICE ORDER

Kindly refer to the Office Order. No.F.5/ DTU/Accounts/2023-24/1966/ dated 31/07/2023, disallowing of issuance of Advance for payment of Honorarium, TA, Prize Money or making payment to vendors etc or to any Expert/ Guest Lecturer or any outside person through open Cheque or in Cash. The same should be paid directly to them through electronic mode by the University on production of Pre-receipt/Bill vouchers etc. for conducting various types of BOS, SRC, DRC and other types of meetings, Seminars and Workshops and etc.

It is now clarified that the advance to some extent will be issued only for the items where complete bifurcation and detailed expenditure of the said advance is given and justified in proposal. Further no cash payment above Rs. 5000/- to any Vendor/Expert is to be made as per Govt. of India Order. Also advance will only be allowed to those Officers/Officials who don't have more than 2 outstanding advance pending for settlement against them. Further, the Advances should be adjusted within 1 month from the date of issue of the said advance.

Nirendra Dev

06/05/2024

(PROF. NIRENDRA DEV)

CONTROLLER OF FINANCE

Copy To:

- 1) PA to VC, for kind information of Hon'ble VC.
- 2) The Registrar, for kind Information
- 3) All HODs/ DEANS/ COE and OICs for information and necessary compliance.
- 4) Director EDC, for information and necessary compliance.
- 5) Director IQAC, for information and necessary compliance.
- 6) Head(CC) with the request to upload the office order on University Website.
- 7) Guard File.

Mahesh Kumar
(MAHESH KUMAR) b/s/24

BY. CONTROLLER of ACCOUNTS