

**CIRCULAR**

Sub:- Kerala State Audit Department - Audit Report 2019-20 - Return of Unused Receipt Books to Administration C section - Reg

Ref :- \_\_\_\_\_

Following the implementation of Double Entry Accounts System (DEAS), a software enabling issue of computer generated receipts, printed Receipt books are not used in any department of the University. During Audit visits by the Kerala State Audit Department, it is observed that unused Receipt books are still kept in some departments.

Hence it is directed that all unused Receipt books kept in each department be **returned directly to Administration C Section** of the University, **within one week** of date of issue of this circular, without fail.

**Dr. Meera V \***

Registrar

\* This is a computer generated document. Hence no signature is required.