

CIRCULAR

Sub:- CASH - Account Details in the CBs / SRs - informed of - reg

It has come to our attention that the contingent bills and simple receipts forwarded to the cash section for payment do not contain details such as the beneficiary's account number, IFSC code, or mobile number, which are mandatory for the online payment from Treasury or banks.

Hence, all the drawing officers concerned are directed to include the said details in the "cheque in favour", for processing the bills to the Treasury or banks for payment.

All audit sections should strictly ensure that such mandatory details are entered in the bills before passing the same to the cash section for smooth processing of the bills.

Sudheer M S *
Finance Officer

To

1. All the Heads of the Department
2. PS to VC, PS to PVC, PA to Registrar
3. PA to Finance Officer
4. Deputy Registrar (Finance / Administration)
5. Assistant Registrar (Audit / Accounts)
6. Section Officers (Audit A, Audit B, Audit D & All the Depts)
7. Stock File

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