

കൊച്ചി ശാസ്ത്ര സാങ്കേതിക സർവ്വകലാശാല
COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

No. ACNTS1/A4/Tax related matters/2025

KOCHI-22

Dated: 01.09.2025

CIRCULAR

Sub:- Mandatory Restrcitions - Cash Payments - Transactions Exceeding ₹10,000 – reg.

Ref :- UO NO. .CUSAT/ACNT1.A3/4352/2024 dated 14.10.2024

It has come to the notice of the undersigned that, in clear violation of the University Order cited, payments exceeding **₹10,000/-** are still being made in cash in certain cases. This is a matter of serious concern.

All are hereby reminded that, as per **Section 40A(3) of the Income Tax Act, 1961**, any cash payment above ₹10,000/- is strictly prohibited and shall mandatorily be routed only through authorized banking channels. Any deviation from this statutory requirement not only constitutes non-compliance but also exposes the University to the risk of rejection of claims, disallowance of expenditure, and imposition of penalty by the Income Tax Department.

In this context, it is once again requested that under no circumstances shall any payment exceeding ₹10,000/- be made in cash. Heads of Departments/Sections and Drawing & Disbursing Officers shall be held personally responsible for ensuring strict adherence to this provision. All concerned are hereby reminded that any lapse or violation noticed hereafter may necessitate recovery of the disallowed amount from the concerned officer, and therefore strict compliance with the above directions is to be ensured without exception.

CMA Girish Kumar P G *

Finance Officer

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