



जवाहरलाल नेहरू विश्वविद्यालय  
JAWAHARLAL NEHRU UNIVERSITY  
अन्तर-हॉल प्रशासन/INTER-HALL ADMINISTRATION  
नई दिल्ली/NEW DELHI-110067

No. 18/Notification & Circular/IHA/2021

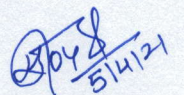
Date: 01/04/2021

**CIRCULAR**

The Executive Council in its 294<sup>th</sup> Meeting held on 26/03/2021 vide item No. 5.22 resolved to approve the Minutes of the meeting held on 28/07/2021 and 12/01/2021 regarding financial matters of IHA and Hostels as under:

1. The Bank accounts and Income & Expenditure of Hostels and IHA Office may be included in the Income & Expenditure account and Balance Sheet of the University and Vetting of all Bills of Hostels including of Mess purchase Bills should be done by the Internal Audit Branch as is done in the case of other departments.
2. All kind of funds available/generated in Hostels, i.e. Hostel Establishment Account, Hostel Reserve Account, Cultural Activities Fund Account, General Account and Mess Account should be treated as Public Finance / Govt. Grants and, hence, GRF 2017 will be applicable to them.
3. The daily requirements of perishable items i.e. vegetables, milk, meat etc. may be purchased as per clause 154 of GFR 2017 and tender may be floated for Rate Contract of non-perishable items required in hostel mess. A committee may be formed for preparation and evaluation of tender for Rate Contract of non-perishable items required in hostel mess after following due procedure in this regard.
4. The services of financial experts may be hired for preparing and maintenance of Books of Accounts, ledgers, stock/store, income and expenditure, balance sheet, DCR, ACR and bill processing etc. and the payment for the said services will be made out of establishment accounts.
5. A committee may be constituted to prepare and evaluate tender to hire the services from Chartered Accountants/financial experts to prepare and maintain IHA/hostel financial records including the services of store maintenance for all hostels and IHA Office in physical form and on software also. The prospective firm may be desired to have their own Laptops/Desktop Computers system along with required Software to discharge their functions.
6. The balances standing in establishment accounts are to be transferred to University maintenance account from time to time.
7. In view of the fraud in Sutlej Hostel the forensic audits of other hostels should also be done.

This issues with the approval of the Competent Authority.

  
5/4/21

(Prof. Sudheer P. Singh)  
Dean of Students

CC to: All concerned