

JADAVPUR UNIVERSITY

Ref. No.: REC/N/002/2021

Date: 04 January 2021

CIRCULAR

DEFINED PROCESS FOR THE CLOSURE OF RUSA-2.0: WITH IMMEDIATE EFFECT

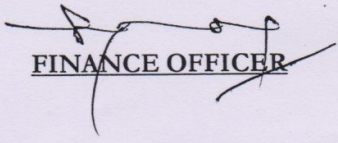
This is notified for all concerned that following are the decisions to maintain a minimum discipline in the fund management the project, in view of non-release of second instalment after March 2020. There are many unspent bills and claims, which needs to be consolidated to ascertain the actual liability, within a dead line. The items are as follows:

- Assessment of all liabilities in respect of committed expenditure on the areas, including civil works, projects undertaken by teachers and departments, foreign travel by Students, Scholars, Teachers and all others has to be done before final closure. Aiming that all are requested to pack-up and submit all claims on or before 22.1.2021. No further spending beyond 31.3.2020 will be accepted.
- All outstanding advances need to be settled and/or refunded to the University by 22.1.2021. All re-imbursment and TA bills spent upto 31.3.2020, by all Students, Scholars and Teachers must be submitted by 22.1.2021.
- All pending deliveries against purchase orders issued before March 2020, must be completed by 22.1.2021, which need to be communicated to all that otherwise the PO will be cancelled. For any relaxation or extension, specific request need to be made; but in any case all such delivery and installations must be completed by January 2021.
- Departments, including PIs are required to coordinate and ensure completion of the delivery and installations of all materials/equipment against PO and the final bill & challans by January 2021.
- A report is to be prepared about the Civil jobs, where the execution has started, to be completed by 15/1/2021; where those jobs not yet started, the job need not be implemented. All bills of the jobs completed must be send to us by 22.1.2021; other bills will be received only one month thereafter. Thus, to fix up the total fund required accordingly by a week or so. AE-Civil and AE-Electricals be requested for a time bound report on the matter.
- On freezing the total liability, we have to decide upon the source of funding, including approach to the State Govt., either for RUSA-State Share or any special grants, as required.
- No bills will be received by RUSA Cell after 22nd January 2021 and UGC Cell after 29th January 2021. RUSA Cell need also send all collected bills to UGC Cell by 29.1.2021
- University cannot allow any further spending on RUSA 2.0 projects in view of the fact that Central Government has not released the second installment of money, hence the State share is also pending. A further notification will be issued regarding the fact that all RUSA 2.0- funded projects/activities is on hold until assurance of fund release is given by Central Government.

Expenses incurred by Teachers and Students for the cancellation of travel during pandemic period [VISA fees, Ticket cancellation charges, Registration fees etc.] will be kept on hold, until further directives are available for State RUSA Unit. The Seminar/Workshops held in March 2020 in virtual mode, during the pandemic situation, only Registration fees can be paid. The matter be decided on case to case basis.

Co-operation of all concerned is solicited.

To,
All Sections/Units/Deptts. [Incl. Saltlake Campus],
All Officers & Sections of the Finance Deptt.
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FINANCE OFFICER