**DHANAMANJURI UNIVERSITY**

**MANIPUR**

**N O T I C E**

Imphal, the 7th November, 2026

No. 4/3/2024/misc (pt-1): It is hereby informed to all Dean school of studies, Heads of Departments (HoDs), and concerned officials that all advances sanctioned for official purposes and presently remaining unadjusted/unsettled must be reconciled and settled on or before **30 November 2026**.

In this connection, all concerned are requested to submit vouchers, and any unspent balance amount to the Finance Section within the stipulated period to facilitate timely settlement of advances and collect the clearance certificate accordingly.

It is further brought to the notice of all concerned that, in accordance with **Rule 323(2) of the General Financial Rules (GFR), 2017**, failure to submit the adjustment bill along with the unspent balance amount, if any, within the prescribed time shall render the advance liable for recovery from the salary of the concerned official.

All the concerned are, therefore, requested to accord **top priority** to this matter and ensure compliance within the prescribed deadline.

This may be treated as **MOST URGENT**.
This is issued with the approval of the competent authority.

(Rojendrakar Nongthomba)

Finance Officer

Dhanamanjuri University

Copy to:

1. P.S. to the Vice Chancellor, Dhanamanjuri University
2. P.A. to the Registrar, Dhanamanjuri University
3. All Dean school of studies, Dhanamanjuri University
4. All the HODs, Dhanamanjuri University
5. Webmaster is requested to kindly upload on the university website
6. Guard File