



OSMANIA UNIVERSITY
HYDERABAD – 500 007.

No. 602/Pre-Audit/Gaz/OU/2022.

Date : 07-04-2022
/2

To
All the Principals of Campus and Constituent Colleges, O.U.
All the Heads of the Departments, O.U.
All the Administrative Officers, O.U.
All the Principals of P.G. Colleges of Districts, O.U.

C I R C U L A R

Sub :- Pre-Audit, O.U. – Submission of Bills from the Part-Time Teaching staff at Pre-Audit, O.U. for payments – Certain Guidelines – Issued.

* * *

Sir / Madam,

It has come to the notice, that most of the Colleges are submitting the Bills for claiming Part-Time Teaching Remuneration working in the University Colleges for an entire semester or 4 months / 3 months / 2 months at a time instead of claiming for every month.

As desired by the Vice-Chancellor, all the Principals, Heads of the Departments and Other Controlling Officers, O.U. are requested kindly to inform the Part-Time Teachers working in the respective Colleges to submit their Part-Time Remuneration Bills every month regularly to the Deputy Registrar (Pre-Audit), O.U. for necessary payments, on or before 5th of every successive month, with completion in all aspects.

All the Principals, Heads of the Departments and Other Administrative Officers of O.U. are hereby requested kindly to ensure the above procedure and to follow the norms scrupulously.


REGISTRAR

Copy to :-

- 1) The Joint Registrar (Administration), O.U.
- 2) The I/c. Finance Officer, O.U.
- 3) The Secretary to the Vice-Chancellor, O.U.
- 4) The P.A. to the O.S.D. to V.C, O.U.
- 5) The P.A. to the Registrar, O.U.

* * *