

JADAVPUR UNIVERSITY

URGENT COMMUNICATIONS DURING LOCKDOWN PERIOD:: JU FINANCE-8

CIRCULAR FOR ALL CONCERNED

In continuation of the earlier communications dated 27.3.2020, 28.4.2020, 29.5.2020, 30.6.2020, 28.7.2020, 28.8.2020 & 30.9.2020 (during Lock-down and Un-locking period thereafter); we would like to make the following communications further from the Finance Office-JU to address issues relating to the disbursement of Salary, pension, fellowships and allied matters.

1. The Salaries, Pension and other Pensionary benefits up to the month of October 2020 (continuously eight months during the Lockdown and unlocking period in the country in view of the COVID pandemic) have been processed and released in time, with the help of the dedicated **TEAM-FINANCE.**
2. The revision of Pay and Pension has also been completed successfully, during the lockdown period, inspite of availability of limited manpower.
3. Our newly launched finance portal: finance.jdvu.ac.in/e_payroll is active since May 2020, to serve the employees, for accessing from home, including providing Pay data and retrieving data.
4. **Govt. had approved the full requirements of the salary & allowances and we released the same without any question/clarification. But any type of special payments & allowances beyond the Government approval need to be earned with actual presence and participation.**
5. The Research Fellows, receiving their monthly payments from the University will also get their due Fellowships upto October 2020, as per attendance report of February 2020, if found otherwise eligible and arrangements are made with the Bank for their disbursement of fellowships despite the total Lockdown in view of the Corona pandemic
6. **The Grants (second installment) under RUSA is still awaited, for which the entire process of extension of tenure of Fellows can't be finalized. Many procurements are also kept on hold.**
7. **The bills/claims booked in 2019-20, as decided, will be spilled over to current year. Thus, any such pending cases will be transferred to the current year, if not cancelled by the department.**
8. **In the current year [2020-21, total funds of first two phases, need to be spent /booked by 30/11/2020, otherwise will be lapsed and the third phase can't be mixed now, as per EC decisions taken earlier.**
9. **Further the Budget of 2021-22 is being finalized within this month, as per Statutory requirement. Help of ll concerned is solicited for this.**
10. For the projects [MRP/SAP/BSR etc.] with a time-bound spending conditions], SOE & UC are being finalized for sending to the Agencies for due funds of 2019-20 and claim for 2020-21, as the Agencies are asking for the UC's; thus all are requested not to send any bills for 2019-20.
11. **Aiming at normalcy in the functioning, all the sections are being kept open on all the working days, as all the sectors, including Government are functioning almost normally. Monitoring of attendance/compulsory attendance is dependent on the University decision.**

FINANCE OFFICER

To,

All Concerned

Date: 05.11.2020

