

UNIVERSITY GRANTS COMMISSION

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எனது இலக்கம் }
My Number } UGC/F/8/CF/2017

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அஞ்சல் பெட்டி } 1406
Post Office Box }

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உமது இலக்கம் }
Your Number }

20, වෝඩ් පෙදෙස, කොළඹ 07, ශ්‍රී ලංකාව.
20, வாட்டு இடம், கொழும்பு 07, இலங்கை.
20, Ward Place, Colombo 07, Sri Lanka.

18th January 2017

VERY IMPORTANT

Vice-Chancellors of Universities,
Rectors of Campuses,
Directors of Institutes.

SUBMISSION OF CASH FORECAST FOR THE YEAR – 2017

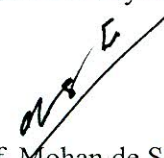
The Department of Treasury Operations by their e-mail dated 12th January, 2017 requested UGC to submit the Cash Forecast of the Universities/Higher Educational Institutes as follows.

- The detailed Monthly Cash Forecast of the following month should be submitted on or before 20th of current month.
- Weekly Cash Summary for the following month should be submitted on or before 15th of the current month.
- Quarterly Cash Summary should be submitted on or before 17th of the last month of the previous quarter.
- All reports should be forwarded through the Bursars' official e-mails.
- A liaison Officer should be nominated for co-ordinating with UGC with contact telephone numbers.

Spaceman Format can be download from www.ugc.ac.lk.

Funds releases should be considered by the treasury only receiving above reports on time to the National Budget Department.

If you need any clarification please contact Senior Assistant Accountant on 0112685511/0718403305.


Chairman
University Grants Commission

Prof. Mohan de Silva
Chairman

Cc: Secretary/UGC
Director/National Budget Department
Accountant/UGC
Bursars of Universities
Deputy Bursars/Senior Assistant Bursars of Institutes and Campuses

F/9

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Web Site }