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பல்கலைக்கழக மாநியங்கள் ஆணைக்குழு  
UNIVERSITY GRANTS COMMISSION

මගේ අංකය }  
எனது இலக்கம் }  
My Number } UGC/CF/F7

ඔබේ අංකය }  
உமது இலக்கம் }  
Your Number }

තැපැල් පෙට්ටිය }  
அஞ்சல் பெட்டி } 1406  
Post Office Box }

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

2017.09.12

Bursars of Universities  
Deputy Bursars/Senior Assistant Bursars of HEI's.

**Information on Bills in Hand & Statement of Expenditure.**

The Department of Treasury Operation requested to submit following information at the end of every month.

- Age Analysis of Bills in Hand - Annexure - I
- Statement of Expenditure - Annexure - II

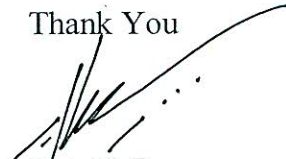
The above information should be submitted to the UGC via email - [cf@ugc.ac.lk](mailto:cf@ugc.ac.lk) on or before 05<sup>th</sup> of the following month.

**The report as at 31<sup>st</sup> August 2017 should be submitted on or before 15<sup>th</sup> September 2017.**

You may download the formats from the UGC website under Budget & Finance / Bills in Hand & Statement of Expenditure.

If you need any clarification in this regard please contact Accountant / Senior Assistant Accountant on 011-2123490/077-5103884

Thank You

  
R.A.U. Ranaweera  
Accountant

CC - Secretary / UGC  
Registrars of Universities

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தொலைபேசி } 2695302  
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වෙබ් අඩවිය } <http://www.ugc.ac.lk>  
வெப் தளம் }  
Web Site }