



**UNIVERSITY OF KASHMIR**  
NAAC ACCREDITED GRADE "A"  
**HAZRATBAL, SRINAGAR (J&K)-190006**

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**Circular**

In continuation to this office circular dated 30.12.2014, it is again informed to all Heads of the Departments/Directors of Centres and Campuses that the authorities have taken a serious note for issuance of post-facto orders for picnics, tours, deputations etc. It is, therefore intimated to all concerned to ensure submitting the proposal well in advance and obtain the approval 10 days ahead of the date of picnic intended.

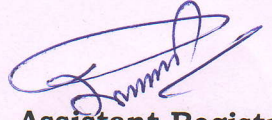
No proposal/s shall be entertained for post facto sanctions and authorization of expenditures in future. Besides, in the event of any eventuality during the tours/picnics undertaken without the prior approval of authorities, the HoD/Director concerned shall be responsible.

No: - F (Circular.picnic) Gen/KU/15

Dated: -

**Copy to:-**

1. Dean, Students Welfare;
2. All Heads/Directors of various Departments/Institutes/Centres;
3. Assistant Registrar, Transport for information;
4. PS to Registrar for information of Registrar;
5. File

  
**Assistant Registrar**  
**(GENERAL)**  
