

Dear Dean/Head of the Department/Branch/Unit
Kindly circulate this flyer to the Heads of the Department, and/or Executive staff.
Director/SDC



Staff Development Centre

Union Complex, University of Jaffna

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Announcement

Workshop on Financial Management Guidelines of the University

- Preamble**
- Finance branch of the university revised the **Financial Management Guidelines**, which was approved by the Council of the University of Jaffna. In this session, resource persons will discuss on the Delegation of the Financial Authority and Financial Management Guidelines.
- Contents**
- General Introduction, Fund Management, Delegation of Financial Authority, Imprest, Committees and functions, Financial Statements and Rendering, Losses and Write off, Procurements, and Financial Administration and Management.
- Resource Persons**
- **Mr. K. Kanakarathnam**, Former Bursar / University of Jaffna
Mr. V. Kanagasabapathy, Adviser to the Finance Committee and Audit Committee of the University of Jaffna
- Target group**
- **Deans, Heads of the Department/Unit, and Executives**
- Registration**
- Please fill the online form by visiting the website of SDC, www.jfn.ac.lk/sdc and submit same on or before 12:00, **25.04.2016**
- Venue**
- Mini-Auditorium, Dept. of Physics (2nd floor)
(Above the office of Dean/Science)
- Date& Time**
- April 25, 2016 & 13:30 – 16:30

Director/SDC