

**PARTICULARS OF FACILITIES AVAILABLE TO CITIZEN FOR OBTAINING  
INFORMATION (ACCOUNTS/FINANCE)**

1. Receipt & Payment Hours :-  
**Timings :- 10:00 AM to 3: 00 PM (1:00PM to 1:30 PM Lunch)**
  
2. The controller of Finance has fixed '*Monday (10:30 AM to 1:00 PM)*' of every week as the day for addressing the problems of University Employees relating to their problem viz a viz '*Accounts Branch of the University*' though they can otherwise also meet with the problem for redressal any time.