

OCDEM BULLETIN



FOR UNIVERSITY STAFF

WEEK COMMENCING 2 JULY 2018

ISSUE NO 145

CONGRATULATIONS



Last week was a busy week for the McCarthy/Gloyn group with 2 RDM Scholars defending their thesis. Sara Althari successfully defended her thesis “ **Functional annotation of variants in monogenic diabetes genes to support diagnostic interpretation**” and Soren Thomsen successfully defended his thesis.

SEMINARS

There are no seminars this week.

FINANCIAL YEAR END



The 2017/2018 Financial Year End is rapidly approaching so I would like to point out the deadlines that must be adhered to in order to meet the dates set by the University Financial Controller.

Week commencing 9th July 2018

Any **petty cash claims** must be with Karen Parish by **noon Friday 13th July**.

Any **expense claims and payment requests** must be with Karen Parish by **close of business Friday 13th July**.

Any **foreign currency cheques/cash** that need to be banked must be with Karen Parish by **close of business Friday 13th July**.

Barclaycard Statements must be with Karen Parish by **lunchtime Wednesday 11th of July**

Week commencing 16th July 2018

All **sterling cheques/cash** that need to be banked must be with Karen Parish by **close of business Tuesday 17th July**.

Week commencing 23rd July 2018

All **sales invoice requests** for services etc. that have taken place this year must be with Karen Parish by **close of business Friday 27th July**.

Most importantly, **purchasing will shut down from Tuesday 24th July until Thursday 2nd August** so please make sure you place orders in advance to ensure you have everything you need to cover this close down period. We will not be able to process orders during this period except under very, very exceptional circumstances – which DOES NOT include you having forgotten to order something.

You are reminded to sign and date (in ink!!) delivery/goods received notes on receipt of goods and to get them to the Finance Section as soon as possible – preferably on the same day the goods are received.

If you have any queries on the above or about Year End in general please do not hesitate to contact me.

Den Carter
Finance/Facilities Officer

FUNDING OPPORTUNITIES



Diabetes Research & Wellness Foundation - Call for Applications - Pump Priming 2019

The Diabetes Research & Wellness Foundation invites the submission of research projects and proposals requiring funding in the field of diabetes.

Applications are accepted from researchers working within a recognised institution or department in the UK. Deadline **5pm, Monday 23rd July 2018**. For full details see

<https://www.drwf.org.uk/research/apply-for-funding>

**Garden Open
Cream Teas**

TEAS and CAKES
PIMMS
ICE CREAM
TOMBOLA

11 OXFORD ROAD
HORSPATH
8th July 2018
14:00 - 18:00
£2:00 ENTRY

In AID of SOBELL HOUSE HOSPICE