

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAWAN : NEW DELHI

F.No.Fin./8-1/2017-A/cs-II

Dated 06th Dec., 2019.

To

The Directors/Accounts Officers of ICAR Institutes/Bureaus/PDs/NRCs/ATARI etc.

Subject: Discrepancies in Bank Reconciliation Statement – reg.

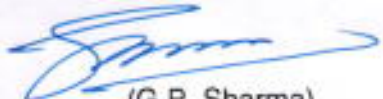
Ref. : Council's letter of even number dated 16.10.2019.

Sir,

This has reference to the letter cited above. It has been decided by the D.G., ICAR in the SOC meeting held on 03.12.2019 at ICAR Hqrs., that all unsettled amounts **upto September, 2019** in the BRS should be settled by all Institutes/units of ICAR. In this regard, the Institutes/units are requested to contact the concerned bank/s from where the amount has been credited/debited to their Institute/unit to identify the source of remittance/transfer to Institute's account. In case the institute/unit is unable to identify the source of all such transfers, necessary information may be taken from the concerned bank/s accordingly and efforts may be made to settle the unreconciled amounts in the BRS at the earliest. The unsettled amounts in BRS, indicate poor Financial Management and Accounting to various stakeholders.

The BRS is an important tool of accounting of cash inflow and outflow and reconciliation of the same is a very important task for all ICAR Units. It is further requested that all Accounts Officers of the Institutes/units may clear pending items in their respective BRS pending for more than 03 (three) months. A compliance report may be sent by **18th December, 2019** positively so that the information may be compiled in time and the same is submitted to the next SOC meeting for review. Long pending unreconciled items will be viewed seriously and amount to shortfall in achievement during the year.

Yours faithfully,



(G.P. Sharma)
Director(F)