



Indian Council of Agricultural Research

Krishi Bhawan, New Delhi- 110001.

F. No. Fin/6-01/2021-IU

Dated 24.03.2022

To,

The Directors/Project Directors of all ICAR Units/DKMA/NASF/ Director (Admn.)/
DS (GAC) / US (E&M)

Sub: - Furnishing the status of Physical Verification of Stores and Assets Register- reg.

Sir,

It is to inform that Council has to submit a compliance report in respect of all ICAR Units on the above stated issues to the Audit Team from the Office of the DGA (CE) at the time of Certification Audit of ICAR for the year 2021-22. Therefore, it is requested that the position of Assets Register and Physical Verification of assets/consumable, stores as on 31.03.2022 in respect of your institute may please be provided by the Council **by 28.04.2022** in the following format without any further delay.

Sl. No.	Subject	Status Yes/No	Remarks
1	Whether Assets Register is maintained as per prescribed format up to 31.03.2022 duly reconciled with the annual Account up to 31.03.2022?		
2	Whether the physical verification of inventory, consumable, stores and assets has been completed up to 31.03.2022?		

Timeline given above needs to be adhered to leaving no scope for further reminder(s).

The said information may be sent through e-mail at assetsregisterinfo@gmail.com and pawan1965.pkt@gmail.com to avoid any delay.

Yours faithfully,

(G.P. Sharma)
Director (Finance)