

भारतीय कृषि अनुसंधान परिषद  
कृषि भवन नई दिल्ली

मि. सं. 93

समन्वय (लेखा एवं लेखा परीक्षा)

दिनांक: 18/2/2021

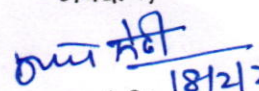
सेवा में,

भारतीय कृषि अनुसंधान परिषद,  
संस्थानो / राष्ट्रीय अनुसंधान केन्द्रों के,  
समस्त निर्देशक /परियोजना निर्देशक.

महोदय,

कृपया इस पत्र के साथ संलग्न पत्र आवश्यक कार्यवाही हेतु देखे ।

धन्यवाद,

भवदीय,  
  
(सुषमा सेठी) 18/2/21

अनुभाग अधिकारी , समन्वय (ले. एवं ले. प.)



INDIAN COUNCIL OF AGRICULTURAL RESEARCH

KRISHI BHAVAN: NEW DELHI

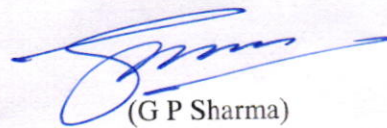
F.No. FIN/2/1/2019-CDN(A&A)

Dated the 18<sup>th</sup> February, 2021

**Subject:** Cases of write off losses during the calendar year 2020.

Reference is invited to the subject mentioned above and to state that all Institutes are required to furnish consolidated information for write off losses amounting to Rs. 1,00,000/- or above in each case in the previous year ending 31<sup>st</sup> December, 2020 latest by **26.02.2021** in the prescribed proforma enclosed below. If no such cases have been written off during the period, 'Nil' information may also please be sent. SMDs may kindly compile information in respect of Institutes pertaining to their respective Divisions and send to Coordination (Audit & Accounts) Section. Institutes are requested to send information only through their SMDs and not directly. In respect of ICAR HQ, Director (Admn.) may compile the information from respective Divisions of ICAR HQ and send to Coordination (Audit & Accounts) Section.

Encl: As above

  
(G P Sharma)  
Director Finance

**Distribution:**

1. All DDGs
2. ADGs having independent charges/PD(DKMA)
3. Directors/Project Directors of all ICAR Institutes/National Research Centres/Project Directorates/Bureaux
4. Dir(SD)/Dir(Admn.)
5. All Officers in ICAR including at Krishi Bhavan, KAB I & II and NASC Complex, New Delhi.
6. ~~Incharge, ARIC, DKMA~~, KAB-I, New Delhi for uploading this letter on ICAR website.
7. Guard file **CTO(DKMA) & Incharge, SM & WM cell,**

**Note:** Please download the copy of this office order as per the requirement as it is not being distributed separately.



## PROFORMA

1. Sl. No.
2. Name of the Instt./Hqrs. of the Council
3. Brief History of the case
4. Total amount involved
5. Competent Authority who accorded sanction for this write off
6. Sanction Letter No. and date of the Council
7. Remarks

NOTE:- Each case of Rs. 1,00,000/- or above is to be shown separately.