

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN: NEW DELHI**

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

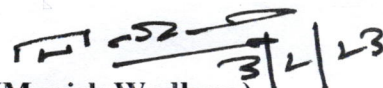
Dated the ^{3rd} Feb, 2023

Sub: Cases of write off losses during the calendar year 2022: reg.

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 31st December, 2022 latest by **08.02.2023** in the prescribed proforma enclosed herewith. 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 sent to Coordination (Audit & Accounts) Section.

Institutes are requested to send information only through their SMDs and not directly. In respect of ICAR HQ, Director (GAC) may compile the information from respective Divisions of ICAR HQ and send to Coordination (Audit & Accounts) Section's email ID i.e., cdna.icar@gmail.com.

Encl: As above


(Manish Wadhera)
Deputy 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. Director (GAC)
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

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.