

**Reminder-I**

INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAVAN: NEW DELHI


F.No. 2(1/2017-CDN(A&A)

Dated the <sup>06</sup> April, 2018

Subject: Cases of write off losses during the calendar year 2017.

Reference is invited to this Section's earlier circular of even number dated 02/01/2018 on the subject mentioned above. All the Officer/Sections are once again requested to furnish consolidated information in respect of their Division/Section for write off losses amounting to Rs.100,000/- or above in each case in the previous year ending 31<sup>st</sup> December, 2017 latest by 15.4.2018 in the prescribed Performa (Already circulated). **If no such cases have been written off during the period "Nil" information may also be sent.**

**It may please be noted that, the above information is required to be placed before the forthcoming meeting of the Governing Body. Hence it may kindly be treated MOST IMMEDIATE.** Those Officers/Sections who have already sent the requisite information may please ignore it.

  
(Sanjeevan Prakash)  
Deputy Director(Finance)

**Distribution:-**

1. All DDGs
2. PD(DKMA)
3. PPS to Chairman ASRB
4. DS(Adm)/DS(Per)/DS(GAC)/E&M *Under Secretary*
5. Library Incharge
6. All Officers/Sections at ICAR, Krishi Bhavan including ASRB, KAB I & II and NASC Complex, New Delhi.
7. Incharge, ARIC, DKMA, KAB-I, New Delhi. for uploading this letter on ICAR website.