

**Indian Council of Agricultural Research
Krishi Bhawan, New Delhi — 110 001**

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

Dated 07.04.2021

To,

The Directors/Project Directors of all ICAR Units/DKMA/NASF.

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

Sir,

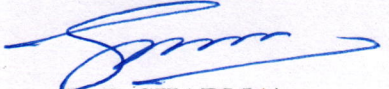
It is to inform that Council has to submit a compliance report in respect of all ICAR Units on the above stated issues to the Audit Team from the Office of the DGA (CE) at the time of Certification Audit of ICAR for the year 2020-21. It is, requested that the position of Assets Register and Physical Verification of assets/ consumable, stores as on 31.03.2021 in respect of your institute may please be provided to the Council by 15.04.2021 in the following format: -

Sl. No.	Subject	Status Yes/No	Remarks
1	Whether Assets Register is maintained as per prescribed format up to 31.03.2021 duly reconciled with the annual Account up to 31.03.2021 ?		
2	Whether the physical verification of inventory, consumable, stores and assets has been completed up to 31.03.2021?		

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

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

Yours faithfully,



(G.P. SHARMA)
Director (Finance)

Copy to:-

1. Media and information Unit for uploading the letter on the website of ICAR.
2. DS, (GAC) for information in respect of ICAR, Hqrs.