

INDIAN COUNCIL OF AGRICULTURAL RESEARCH

KRISHI BHAVAN: NEW DELHI

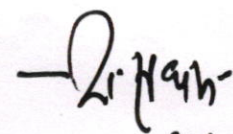
F.No. 2-1/2019-CDN(A&A)

Dated the 08 January, 2019

Subject: Cases of write off losses during the calendar year 2018.

Reference is invited to the subject mentioned above and to state that all the Officers/Sections are requested to furnish consolidated information in respect of their Division/Section 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, 2018 latest by 25.01.2019 in the prescribed Performa enclosed. If no such cases have been written off during the period, "Nil" information may also please be sent.

Encl: As above

  
08/01/2019  
(Rajesh Sahay)

Deputy Director Finance

**Distribution:**

1. All DDGs
2. PD(DKMA)
3. PPS to Chairman, ASRB
4. DS(Adm)/DS(Per)/DS(GAC)/E&M
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.

**PROFORMA**

1. Sl. No.
2. Name of the Institute/Headquarters 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 is to be shown separately.**