

HAV/73
12-07-2018

Government of West Bengal
Directorate of Health Services
(Audit, Accounts & Verification Branch)
Swasthya Bhawan, Block GN 29, Sector-V
Salt Lake, Kolkata-700091

Memo no.HAV/7M-25-18/166

dt-12.07.18

Circular

Sub: Submission of stores account for the year 2017-'18 along with arrear Stores Account for the year from 1980-'81 to 2016-'17

The Sr. Dy. Actt. General(G & SSI-I), WB, under his memo no. G&SS-I/DP cell/2018-'19/Store A/c/34 dt. 01.06.18 addressed to the Principal Secretary to the Govt. of West Bengal, Health & Family Welfare Department, has reminded that Stores Account for the year 2017-'18 alongwith arrear Stores Account for the year from 1980-'81 to 2016-'17 is due for submission to audit by the 5th September, 2018.

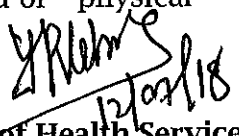
Accordingly, all heads of offices are requested to submit the same to the undersigned within one month from the date of receipt of this letter without fail after physical verification of the balance accompanied with following certificates:

1)A certificate confirmed the fact that the figures included in the Stores Accounts are identical to the departmental registers.

2)The certificate to the effect whether the closing balances of stocks are in excess of requirement or not. If yes, the reasons for holding such excesses may also be clearly explained.

3)The certificate regarding physical verification should include the name of the officer who conducted the physical verification and the period of physical verification.

This may be treated as extremely urgent


12/07/18
Addl. Director of Health Services,
(A.A. & V.), W.B.
dt-12.07.18

Memo no.HAV/7M-25-18/166/1(200)

Copy forwarded for information & necessary action :

1)The Financial Adviser, Department of Health & Family Welfare, Swasthya Bhawan, Salt Lake.

2) The Director/Principal,

3)The M.S.V.P.

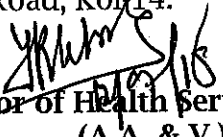
4)The C.M.O.H.,

He is hereby requested to circulate this to all offices under his jurisdiction

5)The Secretary,

6)The Superintendent,

7)The Dy. D.H.S. (E&S), Government of West Bengal, C.M.S., A.J.C. Road, Kol.14.


12/07/18
Addl. Director of Health Services,
(A.A. & V.), W.B.

