

**Resident Audit Scheme,
CSK H.P. Krishi Vishavavidyalaya**

No. Jt.Co (Audit)/PLP/1-1/2024/-223-290 Dated, Palampur, the:- 28.10.2024

To

1. All Heads of the Department in CSKHPKV, Palampur.
2. All Drawing & Disbursing Officers in CSKHPKV, Palampur.
3. All Associate Directors/Programme Coordinator/Scientist Incharge, HAREC/RRS/RSS/KVKs.

Subject:- Regarding supply of various informations for the year 2022-23 (01.04.2022 to 31.03.2023)

Kindly arrange to supply the following informations to this office latest by 20.11.2024 so that these details can be complied and Audit Report for the year 2022-23 can be completed and submitted to the Government well in time.

1. Scheme and Project wise **income and expenditure** statement for the year **2022-23 (01.04.2022 to 31.03.2023)**
2. Income and expenditure statement of "**Revolving Fund Accounts**, if any, for the year **2022-23**.
3. Income and expenditure statement of "**Student Fund Accounts**" if any, for the year **2022-23**.
4. **Statement of all outstanding advances drawn up to 31.03.2023.**
5. **Outstanding payments** yet to be received/realized from different departments of the University/ Govt.departments/ other institutions for the bills raised **up to 31.03.2023** indicating the details of Bill No., Date , name of the department and amount outstanding for realization.
6. Whether physical verification of stock and store conducted during the year **2022-23**, if so, then the details of shortage etc. found, if any, may also be supplied to this office.
7. Total No. of revolving funds operational in the department alongwith purpose for which it is created and its code No.
8. Bank accounts which are not operational for the last one year or more with complete detail i.e. name of bank, branch, account no. and balance as on **31.03.2023**.

9. Complete detail of the project terminated during the year **2022-23** whether funded by state or other agency i.e. ICAR,DST etc. alongwith register of permanent nature items may be put up to audit.

10. Kindly arrange to supply the information regarding land forming the estate of the university in the following format as on **31.03.2023**.

Sr. No.	Name of department/ outstation	Total area under the department/ outstation	Total cultivated area	Total Non-cultivated area	Area of land encroached upon if any
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11. Kindly supply the information regarding projects/ scheme where expenditure has been made in anticipation of receipt of funds during the year **2022-23**.

Sr. No.	Name of Scheme/ project	Code of scheme/ project	Amount sanctioned by the funding agency	Amount actually received by the university	Expenditure during the year 2022-23	Expenditure in excess of actual receipt	Date of receipt/ recover of the amount spent in excess of actual receipt
			(Rs.)	(Rs.)	(Rs.)	(Rs.)	(Rs.)

12. Kindly supply the information for the financial year **2022-23** regarding cases where university had to pay interest/ penal interest to various serving/retired employees of the university or their legal heirs due to delayed payments of their dues/ retirement benefits etc. in the following format:


Sr. No.	Name of employee/retiree/legal heir (also indicate name of employee in case of legal heir)	Penal interest paid during the year 2022-23	On the direction of (please quote reference of court orders)	Reasons for imposition of penalty by court
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13. The breakup of expenditure in the following format may kindly also be provided for the financial year 2022-23.

Head wise breakup	Amout(Rs.)
Salary	
Payment of gratuity out of state scheme	
T.A.	
Contingency	
Deposit and other works	
Refund of security & earnest money etc.	
Others (please specify)	
Total	

This may kindly be treated as "Most Urgent".


Yours faithfully,


Joint Controller (State Audit),
Resident Audit Scheme,
CSK HPKV, Palampur.

Endst. No.Jt.Cc.(Audit)/PLP/2024/- 223-290- Dated, Palampur,the:- 28.10.2024

Copy of the above is forwarded to:-

1. The Comptroller, CSKHPKV, Palampur for information and necessary action please.
2. The Incharge, UNS, CSKHPKV, Palampur for uploading this letter in the university website.


Joint Controller (Audit).
Resident Audit Scheme,
CSKHPKV, Palampur.