

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
ANSARI NAGAR, NEW DELHI-29**

No.F 7-1/2017-18/MSU

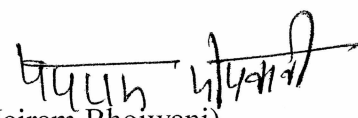
Dated: 31.05.17

**CIRCULAR**

**Subject: - Physical Verification of the assets and articles of Stores 2016-17.**

Finance Division is in receipt of Asset Verification Report of some of the Departments/Centres for the year 2016-17. While scrutinizing the reports it is observed that the Departments/Centres have only submitted details of assets purchased and installed during the previous financial year i.e. 2016-17. However, as per provisions of GFR, physical verification of all existing assets in the Departments/Centres since inception needs to be conducted. The non submission of complete Physical Verification Reports is being viewed seriously by the External Audit Party from C & AG and can be incorporated in Audit Report as major audit objection.

Keeping in view of the above, it is requested that complete physical verification of all existing assets(from the date of inception, to 31<sup>st</sup> March,2017) be conducted and physical verification report in complete form may please be submitted to Finance Division so that audit objection could be avoided..

  
(Jairam Bhojwani)  
Financial Advisor

**Distribution:-**

1. All Chief(s) of the Centres.
2. All Heads of the Departments/Units/Sections.
3. Medical Superintendent.
4. Superintending Engineer.
5. Prof. Incharge, Computer Facility } for uploading in AIIMS portal.

**Copy to:-**

PPS to Director/P.A to D.D.A/Sr.P.A

Sanyeev | 10/5/17  
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