

**GOVERNMENT OF ASSAM
FINANCE (EC-I) DEPARTMENT
DISPUR, GUWAHATI**

NO. FEC (I), 27/2003/1

Dated Dispur, the 28th October 2003

OFFICE MEMORANDUM

SUB: SUBMISSION OF UTILIZATION CERTIFICATE DULY COUNTERSIGNED BY DIRECTOR, AUDIT (LOCAL FUND)/ASSTT. DIRECTOR, AUDIT (LOCAL FUND) FOR RELEASE OF GRANTS-IN-AID

Administrative Department while moving Finance Department for sanctioning grants-in-aid to Board, Autonomous Organizations, Societies are required to obtain audited statement of accounts of the organizations under appendix 16 of A.F.R. The accounts may be certified to be correct by a Registered Chartered Accountant or Examiner of Local Fund Accounts. However it is observed that this provision is seldom observed and fresh grants-in-aid are sanctioned without adhering to this rule and without having a clear picture of activities and programmes of the organizations.

In view of the above, it is hereby impressed upon all the Administrative Depts. to ensure that all such organizations which are receiving grants-in-aid under the department must publish their annual report containing brief description of the organization, activities and programmes carried out by it during the year, the posts under organization, names of persons occupying these posts and audited statement of accounts in such form and Schedule as required by statute.

The Administrative Department while endorsing to Finance Department for sanctioning grants-in-aid should invariably send a copy of the organizations 'annual report' of the previous year to Finance Department.

Secretary to the Govt. of Assam,
Finance (EC I) Department,
Dispur, Guwahati