



सत्यमेव जयते

जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान
JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)

(An Institution of National Importance under Ministry of Health & Family welfare)

धन्वंतरि नगर, पुदुच्चेरी / Dhanwantari Nagar, Puducherry- 605 006

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AUDIT COORDINATION WING

No.JACW 3(4)/2018

Date: 28 JUN 2018

CIRCULAR

Sub: Certification Audit on the accounts of JIPMER for the year 2017-18 by the Accountant General, Chennai – Intimation - Reg.

Ref: Letter No.PDA (Central)/CE/VI/2018-19/AB3/82 dated 25.06.2018.

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It is hereby informed that the Certification Audit on the accounts of JIPMER will be taken up by an Inspection Party Headed by Ms. R. Santhakumari, Senior Audit Officer from 02.07.2018 onwards. Hence, all the Heads of Departments/Sections are requested to extend their full cooperation to the Certification Audit Party and to nominate one of their staff members to produce necessary records as and when called for. Dealing Assistant/support staff who is nominated by the Head of concerned department/Section for this purpose should physically be available during the Certification Audit in order to produce the voucher/records immediately.

The following particulars/records may be made available to the Inspection party immediately on its arrival.

- 1) A complete list of all fields of activity in JIPMER including the schemes executed and the list of subordinates offices.
- 2) All the financial and accounting records maintained in JIPMER for the year 2017-18. Failure to produce necessary records/documents will draw adverse audit remarks.
- 3) A detailed reply to the outstanding paras of previous inspection reports to be furnished to the Audit party immediately.

Further, all Heads of Departments/Sections are requested to ensure whether all financial and accounting records such as Advance Register, FD Register, Cash Register, Cheque delivery Register, Indent Register, Petty Cash Register, Stores Receipt Book (SRB), Stock Register pertaining to Chemical, Equipment, Furniture, breakage and condemnation register, intramural and extramural funds etc., maintained in their departments/sections have been updated as on 31 March 2018.

This is issued with the approval of the Director.


(A.NARENDIRAN)

FINANCE AND CHIEF ACCOUNTS OFFICER

वित्त व मुख्य लेखा अधिकारी

Finance and Chief Accounts Officer

जिपमेर, पुदुच्चेरी - 605 006

JIPMER, Puducherry - 605 006

To

All Departments//Sections/Units/wards/OPDs/OTs/Hostels
College of Nursing/Hospital Office/JIRHC/JIUHC

Copy to:

1. The Director, JIPMER
2. The Deputy Director (Admn.)
3. The Medical Superintendent, JIPMER,
4. The Dean(Academic/Research/Karaikal)
5. The Project Coordinator/Faculty (Finance/Admn.)/Nodal Officer
6. The Accounts Officer/Asst. Accounts Officers/Estate Manager