

Aud V (1) 7617/12

Directorate of Agriculture,  
Thiruvananthapuram,  
Dated: 25/02/2012  
Phone No. 2301346

From

The Director of Agriculture.

To

All Principal Agricultural Officers,

The Principal Information Officer,  
Farm Information Bureau,  
Thiruvananthapuram.

The Joint Director of Agriculture,  
Kerala State Seed Development Authority,  
Trissur.

The Deputy Director of Agriculture,  
Seed Garden Complex,  
Munderi, Malappuram District.

The Executive Engineer (Agri),  
Aiappuzha/ Kozhikode.

The Superintendent District Agricultural Farms.

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The Deputy Director of Agriculture, RATTC,  
Kazhakuttam/ Kozha/Vytila/ Malsampuzha/  
Thaliparamba.

The Executive Engineer (Agri),  
KRTC Vellayani, Thiruvananthapuram.

The Deputy Director of Agriculture,  
Fertilizer Quality Control Lab,  
Parattukonam, Thiruvananthapuram.

The Deputy Director of Agriculture,  
Central Soil Test Lab, Parattukonam,  
Thiruvananthapuram.

The Deputy Director of Agriculture,  
Biotechnology and Model Floriculture Centre,  
Kazhakuttam, Thiruvananthapuram.

The Deputy Director of Agriculture,  
Pilo Control Lab,  
Mannuthy, Thrissur.

The Deputy Director of Agriculture,  
Kerala Centre for Pest Management, Alappuzha.

Sir,

Sub: Agriculture Department - Internal Audit Reports / Inspection Reports of the Accountant General- clearance of paras outstanding - Progress report called for.

Ref: Various Audit Reports of Accountant General/Internal Audit Report.

I am to request you to furnish the progress achieved in clearing paras outstanding in the internal Audit Report/ Inspection Reports of the Accountant General in the proforma given below.

The Reports pertained to Principal Agricultural Officers should be furnished periodically on or before 10<sup>th</sup> of every month without fail. The Accounts officers will be personally held responsible on the matter. In the case of other offices quarterly report should be sent to this office.

**I. Statement showing clearance of Internal Audit Report.**

Month	No. of paras pending till the end of the previous month	No. of Paras received during the month	Total No. of paras	No. of paras cleared during the month	No. of pending paras at the close of the month	No. of audit Adalath conducted during the month
1	2	3	4	5	6	7

**II. Statement showing Clearance of Inspection Reports of Accountant General**

Month	No. of paras pending till the end of the previous month	No. of Paras received during the month	Total No. of paras	No. of paras cleared during the month	No. of pending paras at the close of the month	No. of audit Adalath conducted during the month
1	2	3	4	5	6	7

Yours faithfully,



Senior Finance Officer,  
For Director of Agriculture.

To DDACIT - for website

Copy to: Audit V-Section.

APPROVED