



INDIAN COUNCIL OF AGRICULTURAL RESEARCH
NATIONAL AGRICULTURAL INNOVATION PROJECT
PROJECT IMPLEMENTATION UNIT
KRISHI ANUSANDHAN BHAWAN-II, PUSA
NEW DELHI-110012



F. No. 3(475)/2012-13/NAIP-Fin./

Dated: - 02.04.2013

To.
The Director

Sub: Preparation of Annual Accounts for NAIP/GEF sub projects for the financial year 2012-13 reg.

Sir,

As per the financial covenants of the credit agreement with the World Bank, Consolidated Audited statement of expenditure (SoE) and Audited Annual Accounts, Audit Utilization Certificate (AUC) are required to be prepared and furnished to the World Bank, after the close of each financial year.

The consolidated Annual Accounts of NAIP/GEF projects are required to be prepared using the revised formats received from the Council.

The Format prescribed by the Council can also be downloaded on NAIP website [www.naip.icar.org.in / downloads.htm](http://www.naip.icar.org.in/downloads.htm) or from the ICAR web site.

- While preparing the Annual Accounts, following check points may be ensured.
1. NAIP/GEF Annual accounts are to be prepared on accrual basis.
 2. The expenditure shown in Receipt & Payment account should reconcile with the expenditure reflected in Annual Statement of expenditure. Also, the Closing Balance as on 31-03-2013 should be the same as per Annual Accounts as well as statement of expenditure.
 3. In case any Schedule/ Annexure is not applicable, 'NIL' information may be shown.
 4. Instructions issued by the Council vide letter no. 1-1/2013-Accounts" dt. 26-03-2013 (enclosed) should be followed in compilations of Annual Accounts.
 5. NAIP and GEF projects are funded from the (PLAN) budget of Indian Council of Agricultural Research. Therefore, relevant schedules for Plan Schemes are to be used in compilation of Annual Accounts.
 6. The nature of 'Other Research Expenditure' and 'Other Miscellaneous Expenditure' indicated in schedule 17 and 18 respectively needs to be disclosed appropriately in Notes to Accounts.

Tele Ph. 011-25843788, Tele Fax. 011-25842535 E-mail: dirfin.naip@icar.org.in, dirfin.naip@gmail.com

7. Grant under NAIP and GEF projects is released by Project Implementation Unit – NAIP to all the consortia partners directly. Therefore, no figures should be shown in schedule -19 of Income and Expenditure Account which relates to release of grants to organizations outside ICAR.
8. Separate Accounts are to be compiled for NAIP and GEF sub-projects by the Institute where both NAIP and GEF sub-projects are in operation.

The Annual Accounts for NAIP and GEF sub-projects may be submitted to PIU-NAIP by Post latest by 30-04-2013

Yours faithfully,


(S. Bilgrami)
Director Finance

Encl: As above