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Instruction Order No. 02 of 2018

No: - IFA/3/AF Clarification

Dated: - 12th Feb 2018.

To,

All PIFAs/IFAs

(Through CGDA's Website)

Sub: Guidelines for creation, Updation and Maintenance of Asset Register in the Ministries and Departments of Central Government and introduction of e-Asset Register portal.

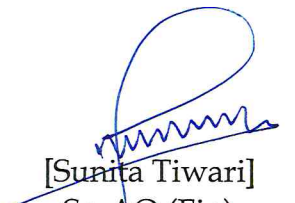
Controller General of Accounts (CGA) OM No. 3(2)/e-Asset Register/ARC/2017-18/994 dated 20.09.2017 on the subject cited matter, addressed to all PCsDA/CsDA, PCA (FYs) & CIA (FYs) has been uploaded on CGDA Website under letter no. AN/XII/18029/1/Asset Register dated 19.01.2018 for the maintenance of Asset Register by the Head of Office as per the instruction laid down in the ibid OM.

2. An item of asset above the threshold value of Rs. 5000/- and a life of more than twelve months from the date of acquisition shall be recognized as fixed asset. This includes all Land, Buildings & Infrastructures of permanent nature, Roads & Bridges, historical buildings & monuments, archaeological sites, conservation areas and works of art like sculptures/paintings, Machinery and Equipments etc.

3. The contents of the above mentioned OM may be gone through in detail and necessary action may be taken as per direction therein.

4. All PIFAs/IFAs are requested to confirm that existing items/Assets shown in statement of Case (SoC) while processing proposals for IFA Concurrence is as per Asset Register & a confirmation in this regard may be obtained from the concerned Establishment/Organization.

This has the approval of Sr. Jt. CGDA (Fin).


[Sunifa Tiwari]
Sr. AO (Fin)