

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
(M.S. UNIT)

No. F. 7-1/2025-26/MSU/PV/40

Date: 21.07.2025


Subject:- Physical Verification of the Assets & Stores for the year 2024-25 and Maintenance of Fixed Asset Register & Stocks Inventory Registers.

Finance Division vide its circular dated 01.05.2025 had requested that the work related to physical verification of articles and assets may be completed and report thereof be furnished to Financial Advisor in the requisite formats. However, Finance Division is yet to receive Physical Verification Reports from many Centres/Departments/Sections/Units.

As pointed out from time to time that non submission of complete Physical Verification Reports is viewed seriously by the External Audit Party from C & AG and can be incorporated in Audit Report as major audit objection.

It is, therefore, requested again that the Centres/Departments who have not yet furnished their complete **Annual Physical Verification** reports of all existing assets from the date of inception to 31st March, 2025 (as per list enclosed) may please submit the same to Finance Division on priority so that audit objection could be avoided.

The Physical Verification Reports should be sent through proper channel i.e. Chief of the Centers/Head of the Departments.


(Vijay Pal Singh)
Financial Advisor

Distribution:-

1. As per list attached
2. Prof. In-charge, Computer Facility } for uploading in AIIMS portal.

Copy to:-

PPS to Director/P.S to A.D.A/Sr. F.A