

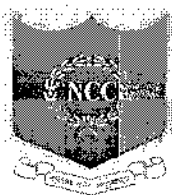
Through Departmental website



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NCC Directorate (K&L)
State Wing (Finance)
Cotton Hill Bunglow
Vazhuthacaud
Thiruvananthapuram - 10

No. 4581/F1-Fin/2016/NCC

20 Jun 2016

The Group Commanders :-
NCC Gp HQ Thiruvananthapuram/Kollam/Kottayam/
Ernakulam/Kozhikode

The Commanding Officers :-
All NCC Units

SS Coy NCC, Kazhakuttom

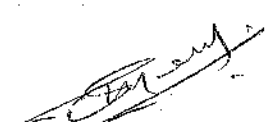
PREPARATION OF ASSET REGISTER BY DEPARTMENTS-INSTRUCTIONS ISSUED

1. Refer to Government Circular No. 11/2013/Fin. dated 28 Jan 2013.
2. All Head of the Departments were issued instruction to prepare 'Asset Register' with regard to Kerala Fiscal Responsibility Act 2003-Kerala Fiscal Responsibility Rules 2005-Inclusion of Statements on fiscal parameters of the State in Budget in Brief. In order to prepare the Register ibid and for onward transmission to the Government, all NCC Offices are hereby directed to prepare an Asset Register as per enclosed format and copy of which may please be submitted to this office latest by 30 Jun 2016.
3. While filling up the data ibid, the following points should be borne in mind:-
 - ✓ Physical Asset means all movable and immovable properties.
 - ✓ Assets above the threshold value of Rupees two lakhs only to be recorded.
 - ✓ Units occupying government land and building are to ascertain its current value in consultation with local Village/Tehsil office.
 - ✓ Machinery & Equipment means all machineries purchased out of state funds.
 - ✓ Office equipment means all Computers & Peripherals, Photostat machines, Scanners/Printers etc purchased out of state funds.
 - ✓ Vehicles means Boats and other vehicles if any purchased out of state funds.
 - ✓ 'Nil' marking may put wherever not applicable.
4. 'TOP PRIORITY' be given for the above requirement and data should be submitted on due date without fail.

(Sgd)
(Sasidharan M)
Administrative Officer
for Addl Director General NCC

Encl: One

Approved for issue


T.M. SURENDRAN
Senior Superintendent
Finance
NCC Directorate (K & L)
Thiruvananthapuram - 695010

Form B 8

(See rule 7 of Kerala Fiscal Responsibility Rules 2005)

STATEMENT OF ASSETS

Rs. In crores

Item	Assets at the beginning of the reporting year 2015-16	Assets acquired during 2015-16	Cumulative total of assets at the end of 2015-16
(1)	Book Value (2)	Book Value (3)	Book Value (4)
Financial assets :			
Loans and advances			
Loans to local bodies			
Loans to companies			
Loans to others			
Equity investment			
Shares			
Bonus shares			
Investments in GOI dated securities/Treasury Bills			
Investments in 14-day Intermediate Treasury Bills			
Other financial investments (Please specify)			
Total			
Physical assets			
Land			
Building-Office			
Roads			
Bridges			
Irrigation Projects			
Power Projects			
Other Capital Projects			
Machinery & Equipment			
Office Equipment			
Vehicles			
Total			

Notes:

- Assets above the threshold value of Rupees two lakh only to be recorded. Reporting year refers to the second year preceding the year for which the annual financial statement and demands for grants are presented.
- The Statement in respect of physical assets is to be prepared based on asset register maintained by the Government. The value to be indicated would be book-value i.e acquisition cost netted for depreciation/impairment.