

भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(पोत परिवहन, सड़क परिवहन और राजमार्ग मंत्रालय)

National Highways Authority of India

(Ministry of Shipping, Road Transport and Highways)

जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली-110 075

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No: 11041/3/2002-Admn

Dated 18.12.2009

CIRCULAR

Sub: Laying of the Annual Reports and Audited Accounts of the Authority on the Table of the Houses of Parliament – Examination by the Committee on Papers Laid on the Table (COPLLOT), Rajya Sabha – reg.

National Highways Authority of India (Budget, Accounts, Audit, Investment of Funds and Powers to Enter Premises) Rules 1990 provides that Annual Accounts and the Auditor's Report thereon along with the Annual Report shall be submitted to Central Government by 31st day of December of the following year to which the accounts relate. The submission of Annual Accounts have been reviewed by Committee on Papers Laid on the Table (COPLLOT), Rajya Sabha, and it has been observed by the Committee that the Annual Reports and Audited Accounts of the Authority have been submitted to Parliament, with a lot of delay in the previous years. The delay in submission of the Annual Report and audited accounts has been viewed seriously. To ensure presentation of the Annual Report in the Parliament before 31st December of the following year, the following time schedule has been laid down.

Finalisation/Consolidation of accounts at PIUs/ CMUs/SLO and RO.	15 th May
Consolidation and Finalisation of Annual Accounts at HQ.	30 th June
Submission for approval of Annual Accounts before the Board of the Authority.	10 th July
Submission of approved accounts to C&AG for audit.	15 th July
Submission of approved accounts (un-audited) to Admn. Division for preparation of Annual Report.	15 th July
All the audit observations on the accounts shall be replied within a week of receipt of the observation.	--
Likely date of the receipt of audited accounts from C&AG.	31 st October
Submission of Management reply together with the audited accounts to Admn. Division for finalization of Annual Report.	07 th November

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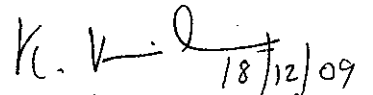
K. K. L.

2. As far as possible concurrent processing of preparation of text of annual report and process of printing should be resorted to. Thus, the following time lines are laid down for processing of the text portion of the annual report

Collection of material for preparation of text of annual report	15 th July
Preparation of text of the annual report	15 th August
Calling of bids for printing of annual report and short listing of bidder	10 th September
Approval of draft annual report by Board	14 th November by circular
Printing of Annual Report	22 nd November
Forwarding of annual report to Ministry	1 st December

3. All the concerned divisions & Officers at HO and RO/SLO/PIU/CMUs will strictly comply with the above time schedule for preparation of Audited Accounts and Annual Report of the Authority.

4. This issues with the approval of Member (Admn).


(K Venkara Ramana)
General Manager (Coord)

To:

PS to Chairman
PS to all Members
All CGMs/GMs
All ROs/PIUs/CMUs
Librarian/Hindi Division

Copy to :

Director (PPP), MoRT&H