



பிரதம செயலாளர் செயலகம், வடக்கு மாகாண சபை
ප්‍රධාන ලේකම් කාර්යාලය, වතුරු පළාත් සභාව
Chief Secretary's Secretariat, Northern Provincial Council



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My No: NP/09/A&P/4/12/CIR/2022

02.11.2022

Provincial Finance Circular Letter No: PF/CL/AP/01/2022

Secretaries,
 Deputy Chief Secretaries,
 Provincial Heads of Department,
 Northern Province.

BOARD OF SURVEY - 2022

Your reference is drawn to Provincial Financial Regulation 365 - 382 and Provincial Finance Circular No PF/AP/01/2021 dated 06.10.2021 on the above subject.

1. Accordingly, please take necessary steps to complete verification of stores for your Ministries / Departments by appointing Committee on or before 15th of December 2022, Board of Survey report and its follow up action report should be rendered to Auditor General (categories -i, ii) with copy to Deputy Chief Secretary -Finance (category i only) as follows.

Category	Date
i. Ministry / Department which has no Regional Offices	On or before 31 st March 2023
ii. Ministry / Department which has Regional Offices	On or before 31 st May 2023

2. When the committee appointed for the board of survey for the respective department or regional office comes under the department, it should be ensured at least one member to be appointed from the out of the department or regional office.

3. It is the duty of the accounting officer of the respective department to aware clearly about the responsibility of the Board of survey Committee. The appointed committee who performs the task on board of survey fully responsible for the conducted board of survey and any issues or consequences arising out of the mis representation of the report.

4. you are also kindly requested to conduct verification survey on Vehicles and Buildings of the respective Ministry and department in the annexed specimen format and such reports also should be rendered to the Provincial Treasury, NP along with the above reports.

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5.It is expected that all the Ministries and Departments should complete the annual board of survey in the stipulated time frame mentioned above and no request is accepted for the extension of the time to complete the board of survey other than the factors beyond the control.

6. Conducting Board of survey within the deadline is one of the key performance indicators in the financial management evaluation programme conducted by COPA in each year. Therefore It is very essential to comply the time frame not only the betterment of the provincial ministries and departments but also northern provincial council as a whole in the consideration of "Provincial Fund".


S.M.Saman Bandulasena
Chief Secretary

S.M. Saman Bandulasena
Chief Secretary
Northern Province

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| 1. Secretary to the Hon. Governor – NP | } | - To inform to Hon. Governor |
| 2. Asst. Auditor General – NP | | |
| 3. Chief Internal Auditor - NP | | For information please. |

பிரதிப் பிரதம செயலாளர்
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