



भारतीय पशु-चिकित्सा अनुसंधान संस्थान
इज्जतनगर-243 122 उ०प्र०



INDIAN VETERINARY RESEARCH INSTITUTE
IZATNAGAR-243 122, U.P. (INDIA)

No.F. 11-6/2013-14/P&S

Dated: 21.01.2016

Circular

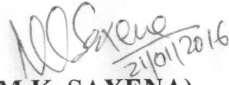
In order to prepare the Asset Register of the Institute the book value of all the below mentioned items discarded during 2013-14 & 2014-15 is essentially required. It is requested that the book value of the below mentioned items discarded during 2013-14 & 2014-15 (for the two years separately) may be intimated latest by 27.01.2016 positively.

Sl. No.	Head	Office Order No. & Date vide which the item was discarded	Book Value
1.	Building & Other works		
2.	Tube Well		
3.	Electrical Installations & Equipment		
4.	Plant & Machinery		
5.	Laboratory Apparatus & Scientific Equipment		
6.	Office Equipment		
7.	Farm & Field Equipment		
8.	Audio Visual Equipment		
9.	Vehicles & Vessels		
10.	Computers & Peripherals		
11.	Furniture, Fixtures & Fittings		
12.	Livestock		
13.	Library Books & Scientific Journals		
14.	Others		

The discarded items have, however, been received in Central Store, yet the details of all the items are available only with the concerned Divisions/Sections.

It is, therefore, requested to kindly provide the same latest by 27.01.2016 positively.

In case, the required information is not received in this office, the information in respect of your Division/Section will be presumed as NIL.


(M.K. SAXENA)
Asstt. Adm. Officer(S)

Distribution:-

1. All JDs/HDs/Incharges/JD(Admn.)/SAOs/Comptroller, IVRI, Izatnagar.
2. Incharge, ARIS Cell with the request to please upload this circular on the website of the Institute.