

Annexure IV**Checklist**

Check list to be submitted by Head of PAO before submission of March Sup I Accounts.

S.No	Description	Remarks (Yes/No)
1	All misclassification for the financial year has been rectified	
2	No booking has been made in HOAs under MH 3201/ MH 5201 under which no budget provision is made	
3	All Annual adjustments due for the financial year has been carried out	
4	No booking has been made in HOAs which is not to be operated by the PAO.	
5	Booking under MH 8675 tallies with the balances intimated by RBI (Except for the adjustments made outside the books of RBI)	
6	Objections pointed out by PAF Wing has been rectified/replied suitably	
7	The Accounts of all the Units under the PAO are incorporated in the Submission of Accounts	
8	All Inter-Governmental adjustments for the FY has been made	
9	Apportionment of revenue/expenditure for the all the schemes has been made	
10	Journal Entries for the Financial Year is not required	

Signature of Head of PAO