

MOST URGENT

DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION
LIMITED

No. /DSIIDC/CAO(HQ)/Annual Accounts/2014-15

Dated: 19.02.2015

As directed by the Management for the timely completion of annual accounts for financial year 2014-15 in regard to various stages i.e. , Internal audit, statutory audit , Govt. audit , Tax audit and AGM ,the following time schedule should be strictly adhered to by all the divisions .

S.No.	Particular	Completion date
1	Completion of Internal audit	15/04/2015
2	Submission of unaudited annual accounts duly interunit reconciled by Divisions to H.Q.	15/04/2015
3	Reply to Internal Audit Report	30/04/2015
4	Completion of statutory audit	30/05/2015
5	Commencement of CAG Audit	01/06/2015
6	Completion of TAX Audit	15/06/2015
7	Reply to Observation of statutory auditors	15/06/2015
8	Audit Committee meeting & Board Meeting for approval of Balance sheet	15/06/2015
9	Annual General Meeting for Annual Accounts Approval	30/06/2015

This issues with the approval of CMD.

M.C. JAIN
19/02/15

(M.C.JAIN)

Chief Accounts Officer(HQ)

To,

1. CAO (Works)
2. CAO (IMFL)
3. CAO(R\L)
- ✓ 4. DM (IT) for Website

Copy to:

- 1..P.S. to F.A. for information please