

My No: - .....

Date: - .....

Deputy Chief Secretary – Finance,  
 Provincial Treasury,  
 Northern Province,  
 61, Nallur Cross Street,  
 Jaffna.

**Closing of Cash Book as at 31.12.2017 & Remittance of Cash Balance  
 to the Provincial Treasury**

**Ministry / Department:**

I hereby certify that the Cash Book balance as at 31<sup>st</sup> December, 2017 of the Ministry / Department is Rs..... for which a cheque bearing No. .... dated ..... is enclosed herewith. I further certify that there is no **Cash balance to remit to the Provincial Treasury**, other than the amount settled by the above cheque. After the remittance of the above amount the imprest balance tallies / does not tally due to the following reasons :- (Reasons are given as detail)

S. No.	Reason	Amount
	<i>Total</i>	

Forwarding Cash book balance details

S. No.	Reason	Amount
	Block Grant	
	CBG	
	PSDG	
	Deposit	
	APO	
	UNICEF	
	TSEP/HSDP	
	NSBS	
	CSR	
	<i>Total</i>	

.....  
**Chief Accountant / Accountant /  
 Head of the Department**

Date:- .....

**Statement of Liabilities and Commitments**

Name of Special Expenditure Unit:- Ministry / Department:- .....

Expenditure Head No:- .....

Programme No &amp; Title:- .....

Name of Payee/ Receiver	Nature of Payments/ Liabilities *	Description of Liabilities **/ Commitments ***	Invoice No/File No	Project No	Sub Project No	Object Code	Financing Code	Amount (Rs.)

\* Nature of payments / Liabilities should be recognized as follows.

1. Ministries / Government department
2. State Corporations / Statutory Boards
3. Private Parties

\*\* Liabilities are transaction of which payments have

**Report on Capital Expenditure-2017.**

Ministry / Department: - .....

Expenditure Head No: - .....

Project Name	Vote	Description	Financed by		Annual Expenditure	
			Domestic Fund	Foreign Funds	Projects completed during 2017	On-going Projects at the end of the year 2017