

## **Laying of Annual Reports and Audited Accounts of Statutory Corporations and of Government Companies under the Companies Act, 1956, on the Table of the House.**

Ref:– BPE/GL-020/76/Fin/14(1)/Adv.(F)/76 dated 8.7.76

BPE 14(1)/Adv.(F)/76 dated 30.4.77

BPE/GL-030/77/Fin/14(2)/77 dated 22.9.77

The undersigned is directed to refer to the above noted OMs listing out the procedures to be followed about laying of annual reports and audited accounts of PSUs before the Parliament and it has been decided to issue a consolidated guideline on the subject merging all these three OMs into one.

2. The Central Public Sector operating under a corporate form of management consists of industrial and commercial undertakings, which are under the control of various administrative Ministries/Departments. Parliamentary Committee on “Papers laid on the Table of the House” have examined the issues relating to papers laid on the Table of the House such as delay in laying of papers, compliance of the statutory provisions for laying papers etc. The following recommendations of the Committee are listed for compliance:–

2.1 The administrative Ministries who are responsible for laying reports of central PSEs under their control before Parliament are required to exercise greater vigilance and devise suitable procedure to ensure that such reports and accounts are laid before Parliament within the stipulated period of nine months of the close of the accounting year. Annual Report and audited accounts should be presented to Parliament together to enable the House to have a complete picture of the working of that PSU. The meeting of the Board of Directors/Trustees needs to be held in time to ensure the aforesaid compliance.

2.2 With a view to have uniformity and also to avoid delays in laying of reports and accounts, every CPSU should complete its accounts within a period of three months after the close of the accounting year and make them available for auditing. Replies to audit objections, if any, should be attended to on priority and thereafter translation and printing of report should be completed so that reports and audited accounts are laid before the Parliament within 9 months after the close of the accounting year. If the report and audited accounts cannot be laid within the stipulated period of nine months due to unforeseen circumstances, the concerned Ministry should lay within 30 days of the expiry of the prescribed period or as soon as Parliament meets along with the

statement explaining the reasons of such delay. To comply with above mentioned requirement, every PSU should prepare a time schedule so that proper monitoring could be done and annual reports and audited accounts are laid within the stipulated period.

2.3. It should be ensured that the Hindi version of Reports and Accounts are prepared concurrently with English version thereof so that both the versions are placed before Parliament simultaneously. However, in exceptional cases, where it is not possible to lay both the versions simultaneously, Ministry/Department while laying one version should invariably lay a statement explaining, the reasons for not laying the other version. In such cases the other version should be laid on the Table either in the same Session or at the most by the end of the next Session.

3. The time limit prescribed in the above said recommendations constitute the outer limit within which the reports should be laid on the Table of the House and where compliance does not take place within the prescribed period, the Ministry is required to lay within 30 days of expiry of the period, a statement explaining the reasons why the report and accounts could not be laid within the stipulated period.

4. While laying the report of a Government company before Parliament, the concerned administrative Ministry also lays along with the Report a Review on the working of the Company. Even in cases where government are in agreement with the information given in the report of company and they have nothing to add, government should lay on the Table along with the report a statement saying that they are in agreement with the Report and hence no review report is being laid.

5. The above recommendations of the Committee are also applicable to all the autonomous bodies operating under the administrative control of various Ministries/Departments. In case of autonomous organizations, which lay only their Annual Reports the administrative Ministries/Departments should ensure that the Annual Reports are invariably laid before the Parliament within six months after the close of the accounting year.

6. All the administrative Ministries/Departments are requested to take note of the above consolidated instructions and advise the CPSUs and other autonomous organizations under their administrative control to comply with these instructions.

7. This supersedes the aforesaid three OMs issued by this Department on 8.6.76, 3.4.77 and 29.9.77.

**(DPE O.M. No. 3(7)/2002-Fin.-GL-XX dated 28th August, 2003)**

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