

LOCAL FUND AUDIT DEPARTMENT, KERALA

FORM IX

Charge Notice

[See sub-rule (3) of rule 20]

No

Office of the Director of Local
Fund Audit, Thiruvananthapuram,
Dated

From

The Director of Local Fund Audit,
Thiruvananthapuram

To

Sri

.....

Sub:- Report on the audit of accounts of
for the year Loss sustained to the funds Charge Notice -
Issued

Ref:- 1.
2.

Sir/Madam

This is to invite your attention to the audit observations in paragraph number
of the audit report of for the year issue
in the reference cited and to state that a sum of Rs has been lost to the
funds of the on account of your negli-
gence or misconduct or failure of duty. Extracts of the relevant objections in the audit report are
enclosed for ready reference. You are held responsible for the said loss for the reasons stated below
and hence the amount involved is recoverable from you.

You are, therefore, requested to remit the sum of Rs. (Rs
..... only) to the credit of
and to intimate the details thereon to this office or to state why the amount of Rs
should not be charge on you in exercise of the powers conferred under sub-section (i) of Section (16)
of the Kerala Local Fund Audit Act, 1994. You are allowed a period of two months from the date of
receipt of this notice to intimate the details of remittance or to file statement of explanation, failing
which the said amount will be charged on you.

Receipt of this notice may be acknowledged in the duplicate copy enclosed and the same returned to this office.

Yours faithfully,

For Director.

Copy to :

1.
.....
2.
.....
3.
.....
4. (The Executive authority)
.....

(He is required to forward a report on the clearance of the objections on expiry of the period of 2 months mentioned).

5. The Joint Director/
Senior Deputy Director/
Deputy Director.