

Statement of categories of document that are held by the authority or under Authority control

Accounts and audit

1.	The Authority shall maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in such form and manner, as may be prescribed.
2.	The accounts of the Authority shall be subject to audit annually by the Accountant General, Haryana and any expenditure incurred in connection with such audit shall be payable by the Authority.
3.	The Accountant General, Haryana and any person appointed by him in connection with the audit of accounts of the Authority shall have the same rights, privileges and authority in connection with such audit as the Accountant General, Haryana has in connection with the audit of the Government accounts and in particular, shall have right to demand the production of books, accounts, connected vouchers and other documents and papers and to inspect the office of the Authority.
4.	The accounts of the Authority as certified by the Accountant General, Haryana or any person appointed by him in this behalf together with the audit report thereon and an explanatory memorandum on the action so taken or proposed to be taken shall be forwarded annually to the Government and the Government shall cause a copy of the same to be laid before the State Legislature
5.	The Member Secretary shall cause the accounts of the Authority together with the audit report and the explanatory memorandum to be placed on the website of the Authority after the report has been laid before the State Legislature under sub-section(4).

Annual Report

1.	The Member Secretary shall prepare for every year a report of its activities during that year and submit the annual report to the Government in such form and on or before such date, as may be prescribed and the Government shall cause the report to be laid before the State Legislature.
2.	The report referred to in sub-section (1) shall include an explanatory memorandum on the status of implementation of the annual plan of action on relief measures, schemes implemented alongwith gaps and shortfalls, if any, in implementation and reasons for such shortfall.
3.	The Member Secretary shall cause the report together with the explanatory memorandum to be placed on the website of the Authority after the report has been laid before the State Legislature under sub-section (1).

Budget

1.	The Member Secretary shall submit, in such form and manner and at such time every year, as may be prescribed, a budget in respect of the financial year next ensuing , showing the estimated receipts and disbursement of the Authority
2.	The Authority shall, subject to such modifications and revisions, as it may decide, approve the budget submitted under sub-section (1).
3.	The budget as modified or revised by the Authority shall be forwarded to the Government along with such number of authenticated copies, as may be required by the Government and the Government shall cause the report to be laid before the State Legislature.
4.	The Member Secretary shall cause the budget as modified or revised by the Authority, to be placed on the website of the Authority after the report has been laid before the State Legislature under sub-section (3).

