

ANNEXURE-4 (Para 2.2.3)

**BANK RECONCILIATION STATEMENT OF DISBURSEMENTS RELATING TO THE MONTH
OF.....20.....**

OFFICE OF.....

Total Payments as per bank scrolls	Total Payments as per the registger of cheques issued	Amount of Cheques issued in earlier month(s) but encashed during the month	Amount of cheques issued during the month but not encashed	Items in bank scrolls not relating to DDO and other errors in scrolls	2+3-4+5 (should be equal to the figures under col. 1)
1	2	3	4	5	6