



ST/AI/157
13 August 1963

ADMINISTRATIVE INSTRUCTION

To: Executive, Administrative and Finance Officers

Subject: LOSSES OF CASH

Cases have come to notice where losses of cash have not been reported to the Controller. Attention is drawn to Financial Rule 109.5 which requires that any loss of cash or negotiable instrument must be reported at once to the Controller. All authorities entrusted with cash must in future report losses of cash or negotiable instruments in their control to the Controller immediately on discovery of the loss. A copy of this report should also be sent to the Director, Internal Audit Service.

B.R. Turner
Controller
