



NPPC/ADM-16(B)/2024-25/ 505

25th June, 2025

To
Chief Finance Officer
Ministry of Agriculture and Livestock
Thimphu.

Subject: Handing Over Financial Roles of the Revolving Fund to the Account Officer, NPPC

Dear Madam,

This is to bring to your kind attention the findings of the Internal Audit for the Pesticides Revolving Fund, conducted from March 25th to April 16th. The auditors identified inadequate segregation of duties, noting that the store in-charge was responsible not only for maintaining inventory records and issuing pesticides but also for collecting money from sales proceeds. To address this concern, they have recommended reassigning financial responsibilities to the appropriate personnel to ensure proper segregation of duties, mitigate conflicts of interest, and uphold responsibility and accountability.

In line with these observations and to realign responsibilities accordingly, we are hereby handing over the following documents (see below) for further necessary action and hence forth, NPPC will have no dealings with financial aspects and will be responsible only for issuing the pesticides.

1. Good Issue Book (original copy),
2. Scanned copy of QR Code for Revolving Fund,
3. Scanned copy of the Plant Protection Product Price List for 2024-2025 (price for PP products will be updated annually after price fixation)
4. Data for total Plant Protection Products Indented by Dzongkhags and Gewogs for the fiscal year 2024-2025.

Additionally, please be informed that henceforth, all parties involved in lifting PP products (pesticides) from the centre viz. Agriculture Extension Agents (EA), Agriculture Sales and Service Representatives (ASSR), Regional Research Centres, Central Programs, private companies will be subject to the following procedures:

1. Ensure that prior to the collection of the PP Products from the Centre, the indented products are verified with the PP program at NPPC, then
2. Make payment with the Account Officer (**Cluster Finance Division**), based at the Ministry



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NATIONAL PLANT PROTECTION CENTRE
DEPARTMENT of AGRICULTURE
MINISTRY of AGRICULTURE & LIVESTOCK
SEMTOKHA



3. Get the non-revenue receipt from Account Officer, and
4. Collect the PP products from the NPPC store.
5. Collect non-revenue receipt from the store in charge

The new measures will be enforced starting 1st July, 2025, as per the Internal Audit findings.

Thank you for your kind cooperation and support.

Yours faithfully,

Yeshey Dema
Program Director

Cc;

1. Director, DAO, MoAL for kind information
2. Chief APD, DAO, MoAL for kind information
3. Thrompons, Thimphu, Phuntsholing, Gelephu, and Samdrup Jongkhar Thromde for kind information and necessary action
4. Director, Department of Forests and Park Services, Thimphu for kind information
5. Gyalsung Head Office, Thimphu for kind information and necessary action
6. De-suung Head Office, Thimphu for kind information and necessary action
7. Tarayana Foundation Head Office, Thimphu for kind information and necessary action
8. Program Director (NC-OA Yusipang, ARDC Bajo, ARDC Samtenling, ARDC Wengkhar and National Seed Centre, Paro for kind information and necessary action
9. CEO, (Mountain Hazelnut Venture Pvt. Ltd, FMCL, FCB, Fine Bhutan Wine Pvt. Ltd,
10. Green Bhutan Corporation Ltd, Bhutan Livestock Development Corporation Ltd) for kind information and necessary action
11. Beautification Officer, Thimphu Thromde for kind information and necessary action
12. DAO, All 20 Dzongkhags for information and further information dissemination to the Gewog and Local Governments