

Dept. of Massachusetts Inspector General's Report

From: _____ Detachment Date _____

To: Installing Officer (Dept. Commandant or Designate)

Via: 1) Dept. Inspector General

Subj: ANNUAL AUDIT OF DETACHMENT ADJUTANT/PAYMASTER RECORDS.

1. The Adjutant's records were found in the condition as indicated:

Excellent ____ Good ____ Fair ____ Poor ____ Not Insp. ____

2. Below is a listing of Detachment financial accounts:

Type _____ Institution _____

Acct # _____ Address _____

Type _____ Institution _____

Acct # _____ Address _____

Type _____ Institution _____

Acct # _____ Address _____

Type _____ Institution _____

Acct # _____ Address _____

Type _____ Institution _____

Acct # _____ Address _____

3. The Paymaster's records and ledgers of the above accounts were:

Excellent ____ Good ____ Fair ____ Poor ____ Not Insp. ____

Outgoing Commandant 20 ____ to 20 ____

Outgoing Adjutant 20 ____ to 20 ____

Outgoing Paymaster 20 ____ to 20 ____

Ast. Paymaster (If Any) 20 ____ to 20 ____

From: Inspector General

To: Installing Officer

1. The name Detachment's records, ledgers and accounts ____ have / ____ have not been inspected.

/s/ _____ Date _____