



## महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना

OFFICE OF THE ACCOUNTANT GENERAL (A&E), BIHAR, PATNA

No. Admn-I/(A&E)/E-office/72/21-22/misc./23-24/C- 114

Date: 27.07.2023



### Office Order

A nil report has been provided by almost all wings/sections in reference to Headquarters office's letter regarding compilation of compendium of new initiatives and good practices. The same will be released on the occasion of Audit Diwash.

As ordered, all Sr.AOs/AAOs are directed to initiate action for reflecting improvement in the officials working theirunder in the following areas such as-

- (i) Accounting processes and financial reporting,
- (ii) Entitlement processes and settlement of claims ,
- (iii) IT driven and IT led initiatives,
- (iv) Human Resources and Capacity Building,
- (v) Administrative efficiency,
- (vi) Grievance Redressal Mechanism,
- (vii) Staff Welfare &
- (viii) Any other areas that contribute to achievement of the overall mission of IA &AD

In view of the above, all Sr.AOs/AAO is directed to identify such innovation/ best practices in the functional areas as mentioned above so that they can be reported later to Hqrs' office highlighting the crux of the issue and initiatives taken in the field of functional areas, working environment and welfare.

sd/-

Dy. Accountant General(Admin)

Copy to:-

- (i) The A.G. Secretariat
- (ii) DAG(Admin& G.E.) Secretariat
- (iii) DAG(A/C, Works& VLC) Secretariat
- (iv) DAG(Pension &Fund) Secretariat
- (v) All Sr.AOs/ AAOs through the office website
- (vi) ITS (Please upload it on the office website.)
- (vii) Notice Board/Intern l communication Groups.

Sr. Accounts Officer/Admn-I