

Office of the Principal Director of Audit (Central)  
CENTRAL AUTONOMOUS BODIES (CAB)  
Audit Bhavan, 'B' Block, 1<sup>st</sup> Floor, P.B. No. 5398  
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PDA(C)/CAB/F/2024-25/372

Dated: 16/12/2024

CIRCULAR

The quarterly meeting for the quarter ending December 2024 and Refresher Course for the Officers/Officials working in Central Autonomous Body Wing (CAB) will be held on **30.12.2024 (Monday)** from 10:00 am to 5.30 pm (Full day) at Conference Hall of O/o: PDA (Central), Bengaluru.

All the Officers/Officials of the wing should be present at 10.00 am on 30/12/2024 at the venue **without fail**. A detailed discussion will be held during the meeting on the progress of Audit Plan 2024-25 and important points emerged during audit/desk review conducted by Audit Teams till date during first half day and Refresher Course on SAP in Second half.

**Detailed Agenda is enclosed.**

All the members of field audit parties are instructed to participate actively in the discussion held during the meeting and present their contribution during the quarters. They may also raise any other issues relevant for discussion relating to the field work.

Sd/-  
Director/CAB

Copy to:

1. Secretary of PDA (Central)
2. PA to Deputy Director/CAB
3. SAO/Admn
4. SAO/Bills
5. Sr.AO/CAB
6. AAO/CAB
7. All Officers/Officials of CAB wing
8. AAO/HK&EDP
9. SAO/HK&EDP for information and making necessary arrangements at the Conference Hall.

  
Senior Audit Officer/CAB

AS  
26/12  
AAO/EDP

**AGENDA FOR THE QUARTERLY MEETING FOR THE QUARTER ENDING  
DECEMBER 2024 & IN HOUSE TRAINING**

**Date:30/12/2024**

**Venue: Conference Hall of O/o: PDA (Central), First Floor Bengaluru**

**10.am to 5.30pm (Full Day) Quarterly Meeting**


- 1) Welcome Address by SAO/CAB
- 2) Opening Address by Principal Director of Audit (Central)
- 3) Address by Director/CAB
- 4) Progress of Audit Plan 2024-25 -by SAO/CAB
- 5) Presentation by Ms. Sarala Lathe SAO/CAP-01 on important points noticed during audit of SSCA on Fund management of IISC, Bengaluru
- 6) Presentation by Shri Manoj Kumar SAO/CAP-02 important points noticed during SSCA on Working of NIUM, Bengaluru
- 7) Presentation by Shri. Srinivasa Murthy SAO/CAP-3 on important points noticed during Desk review/Compliance audit of NITK Surathkal
- 8) Presentation by Shri. Deepak Kumar Panda SAO/CAP-4 on important points noticed during Desk review/Compliance audit of CUK, Kalburgi
- 9) Presentation by Shri. Abhishek Kumar SAO/CAP-5 on important points noticed during Desk review/Compliance audit of NIMHANS.
- 10) Important observations by audit parties and discussion on major observations issued during audit.
- 11) Discussion of any other problems, if any faced by the Audit Teams during field Audit
- 12) Refresher Course on SAP by Shri.Raghavendra G, Assistant Registrar (Finance & Accounts) IISC Bengaluru
- 13) Vote of Thanks – Sr.AO/CAB

Coffee Break: 11:30 am to 11:45 am

Coffee Break: 3.30 pm to 3.45 pm

Sd/-

Director/CAB

  
Senior Audit Officer/CAB