

Office of the Pr. Accountant General (A&E) Haryana, Chandigarh

Office Order

1. Treasury inspection Tour programme for the period of 1st quarter of FY 2023-24 has been finalised for the inspection of 07 treasuries and their sub-treasury of Haryana state.
2. Journey may be performed as per entitled class.
3. All officers/officials concerned are to maintain the decorum of inspection party as per CCS (Conduct) Rules.
4. Sr. Account Officer shall supervise the inspection of Treasury for the last 2 days offline mode.
5. Pending paras of last year's inspection report, if any, are to be shown separately and not to be subsumed in current year's report.
6. Inspection party shall carry soft copy of the Check list (General Checks and IT Checks) /Key/supporting documents, which are required during inspection and previous year Treasury inspection report.
7. Inspecting officer will have to ensure that Inspection report of Treasury along with its sub-treasuries is required to be submitted in TM(C) section within 10 days from the date of completion of treasury so that inspection report may be issued to concerned entity within 21 days to meet the KRA requirement.
8. Sr. AO shall intimate concerned treasury about inspection along with the check list and documents needed for inspection prior visiting the treasury for inspection.
9. In case of transfer of any Sr. Accounts Officer, the successor will complete the remaining work of inspection. The outgoing Sr. Accounts Officer will mention the remaining pending work of Inspection in his/her Charge Report.
10. Some important information/checks required to be collected/conducted by the Inspection party are as under:-
 - (a) Total No of DDOs.
 - (b) Total no. of pensioners.
 - (c) Total No. of vouchers in financial year.
 - (d) Total expenditure through vouchers in financial year.
 - (e) Common type of observations noticed during previous inspections.
 - (f) Monthly Pension bills with respect to PPO's, correctness in rates of pension /Family pension due to revision of Pensions/Family pension made by Treasury Officer, Correctness of other elements of pension/family pension i.e. Fixed Medical, LTC etc & correctness of all type of deductions from pension.

- (g) Particularly to check Pension/Family Pension of IAS,IPS & IFS retirees with respect to elements of Pension (i.e. Fixed Medical, LTC etc.) & all type of deductions and to bring out the cases of wrong fixation of pension applicability of Fixed Medical & LTC etc. and correctness of all type of deductions.
- (h) Most of the treasury's work has since been computerized; the inspection of A/cs may be conducted by assessing to the IFMS of Haryana.
- (i) To check for the reasons returned bills by T.O and to examine whether similar types of bill of other DDO has cleared or not.
- 11) The inspection party is also given a target of clearance of old paras of each treasury. Further, similar paras of period more than 3 years are to be identified and proposed for consolidation.
- 12) Treasury Inspection team members are directed not to leave the station during inspection except with permission of Sr. Dy Accountant General. The request to leave station should invariably contain the reason for leaving station else the request will be denied.

Sd/-

Sr. Dy. Accountant General (A/cs)

TM(C)/Try Insp/2023-24/01-04

Dated: 03-04-2023

Copy forwarded to the following for information and necessary action:

1. Secretary to Pr. Accountant General.
2. PA to Sr. DAG(A/cs& VLC)
3. PA to Sr.DAG (Admn.)
4. AAO Admn-II
5. All concerned officers/officials
6. Hindi Officer, with a request for Hindi version of above office order.

Sd/-

Sr. Accounts Officer TM(C)

Tour Programme of Treasury Inspection Party for the Account of 2022-23 to be conducted in First quarter of 2023-24
From 09-04-2023 to 27-06-2023

Name of the Officers/Official Sh./Ms.	Name of Treasury/ Sub Treasury	Year of Current Inspection	No. of Days	Transit Period	Period of inspection	Holidays
1.Sh. Hans Raj, Sr.AO 2.Sh. Sushil Vashist, SUP 3. Sh. Pradeep Kumar,DEO.	Siwani	2021-22, 2022-23	2	09-04-2023	10-04-2023 to 11-04-2023	
	Bawani Khera	2021-22, 2022-23	2	11-04-2023	12-04-2023 to 13-04-2023	
	Back to Chd			14-04-2023		14.04.2023 Holiday 15-04-2023 Sat 16-04-2023 Sun
	Bhiwani	2022-23	5	16-04-2023	17-04-2023 to 21-04-2023	
	Back to Chd			22-04-2022		
1.Sh. Anil Kumar Sharma,Sr.AO 2.Sh. Rajesh Bhardwaj ,AAO 3. Sh. Ajay Kumar,Acctt.	Kosli	2021-22, 2022-23	2	16-04-2023	17-04-2023 to 18-04-2023	
	Rewari	2022-23	3	18-04-2023	19-04-2023 to 21-04-2023	
	Back to Chd			22-04-2023		22-04-2023 Sat 23-04-2023 Sun
	Rewari	2022-23	2	23-04-2023	24-04-2023 to 25-04-2023	
	Back to Chd			26-04-2022		
1.Sh. Nek Ram Bhatia, Sr. AO 2.Sh. Prabhat Kumar Singh, AAO 3.Sh.Parveen Kumar, Acctt.	Hodal	2021-22, 2022-23	2	01-05-2023	01-05-2023 to 02-05-2023	
	Palwal	2022-23	3	02-05-2023	03-05-2023 to 05-05-2023	
	Back to Chd			06-05-2023		06-05-2023 Sat

						07-05-2023 Sun
	Palwal	2022-23	2	07-05-2023	08-05-2023 to 09-05-2023	
	Back to Chd			10-05-2023		
1.Smt. Veena Rani, Sr.AO 2. Sh. Samir,AAO 3. Sh. Pawan Kumar, Acctt.	Narnaund	2021-22, 2022-23	2	14-05-2023	15-05-2023 to 16-05-2023	
	Uklana	2021-22, 2022-23	2	16-05-2023	17-05-2023 to 18-05-2023	
	Hissar	2022-23	1	18-05-2023	19-05-2023	
	Back to Chd			20-05-2023		20-05-2023 Sat 21-05-2023 Sun
	Hissar	2021-22, 2022-23	4	22-05-2023	23-05-2023 to 26-05-2023	22-05-2023 Holiday
	Back to Chd			27-05-2023		
1. Sh. Lakshay Kumar Chowdhury, AAG 2.Sh. Arun Balgotra, AAG 3.Sh. Naresh kumar Sharma ,AAO 4. Sh. Ajay kumar, DEO	Chandigarh	2022-23	4	23-05-2023	23-05-2023 to 26-05-2023	27-05-2023 Sat 28-05-2023 Sun
	Chandigarh	2022-23	1	29-05-2023	29-05-2023	
1.Sh. Lakshay Kumar Chowdhury, AAG 2. Sh. Arun Balgotra, AAG 3. Sh. Bihari Lal, Sup. 4. Sh. Sumit Kumar, Acctt	Jhakhal	2021-22, 2022-23	2	28-05-2023	29-05-2023 to 30-05-2023	
	Bhattu Kalan	2021-22, 2022-23	2	30-05-2023	31-05-2023 to 01-06-2023	
	Fatehabad	2022-23	1	01-06-2023	02-06-2023	
	Back to Chd			03-06-2023		03-06-2023 sat 04-06-2023 sun
	Fatehabad	2022-23	4	04-06-2023	05-06-2023 to 08-06-2023	
	Back to Chd			09-06-2023		

1. Sh. Nek Ram Bhatia, Sr.AO 2. Sh. Samir, AAO 3. Sh. Ajay Kumar, DEO	Indri	2021-22, 2022-23	2	11-06-2023	12-06-2023 to 13-06-2023	
	Nilokheri	2021-22, 2022-23	2	13-06-2023	14-06-2023 to 15-06-2023	
	Tarori	2021-22, 2022-23	1	15-06-2023	16-06-2023	
	Back to Chd			17-06-2023		17-06-2023 Sat 18-06-2023 Sun
	Tarori	2021-22, 2022-23	1	18-06-2023	19-06-2023	
	Karnal	2022-23	4	19-06-2023	20-06-2023 to 23-06-2023	
	Back to Chd			24-06-2023		24-06-2023 Sat 25-06-2023 Sun
	Karnal	2022-23	1	25-06-2023	26-06-2023	
	Back to Chd			27-06-2023		

Sd/-

Sr. Deputy Accountant General (Accounts)