

Financial Audit Wing

Financial Audit wing has three groups



Provisions of Financial Attest Audit Guidelines(FAAG) **regarding FAW**

- 1- Financial Attest Audit Guidelines (FAAG) for Audit of the State Govt. Accounts was issued in March 2015.
- 2- As per para 2.2 of FAAG, Audit of Finance Accounts (FA) and Appropriation Accounts (AA) of States would now be a year-long process and not merely a year-end exercise. Hence, there should be a dedicated section in the Audit offices to audit the FA&AA or to contribute to FA&AA. Central Audit sections in offices of the Principal Auditor & the Sub-Auditors should be renamed as 'Financial Audit Wing' (FAW) and should be given the responsibility of contributing to FAA of State Government Accounts.
- 3- Within FAW of the Principal Auditors office, Financial Attest Audit Team (FINAT) is to be constituted. FINAT has to be headed by a Senior Audit Officer/Audit Officer and should be assisted by two Assistant Audit Officers and supporting auditors. The Principal Auditor may entrust any additional work to the FINAT, if considered necessary, but the FAA of the Finance Accounts and Appropriation Accounts, Monthly Civil Accounts and Report on Monthly Expenditure (Monthly Appropriation Accounts) should be the primary responsibility of FINAT.
- 4-The FAW should be under the supervisory control of the Group Officer in charge of Administration as stated in the orders on restructuring of IA&AD.
- 5- The planning, execution, reporting and documentation of audit of FA&AA as well as coordination with the other teams in the FAW dealing with scrutiny of vouchers, sanctions, etc., would be the responsibility of FINAT.

Main functions of FAW section
{As per MSO (Audit) para 3.1.6 & para 3.1.25}

FAW section co-ordinates, supervise and does all the work related to Headquarters. The FAW section performs following items of works.	
1.	Preparation of audit plan and monitoring of its execution.
2.	Correspondence and follow up of observation of CAP Sections with the departments of State Government and also vigilant to their reply and outstanding observations.
3.	Preparation and maintenance of Objection register and Settlement register.
4.	Correspondence with Headquarter office and other sections of this office.
5.	Issue of audit certificate on Plan Schemes (CSS), World Bank projects and other Externally Aided Projects.
6.	Correspondence with different departments regarding their request for Audit certifications.
7.	Scrutiny of Sanction orders received from State Government and also forwarding it to concerned sections.
8.	Correspondence with different departments regarding audit objections on sanction and Audit of Contract/Agreements.
9.	Compilation and updation of FAW manual.
10.	Conduct of internal Audit and disposal of ITA/DI objections.
11.	Correspondence with Headquarter related to monthly, half yearly and annual returns.
12.	Other section related works.

Main functions of Central Audit Party (CAP)

- Audit of vouchers related to treasuries of state government is conducted by one central audit party while another party is engaged in the audit of vouchers of PWD, Irrigation and Forest Departments.

As per MSO, Audit following checks are to be done by the CAP engaged in audit of **vouchers of Treasuries-**

- 100 percent NIL Payment Vouchers must be audited
- Verification of Income tax deductions from the vouchers where these should clearly have been made.
- Verification of bills pertaining to pay or any allowance not claimed within one year.
- Verification of classification indicated in the voucher with approved budget provisions.
- Audit of TA bills including LTC bills of Non-gazetted officers.
- Audit of medical reimbursement bills of Non-gazetted officers.
- Audit of contingent bills.

Working of FINAT

- Analysis of Treasury Inspection Report.
- Audit of Monthly Civil Accounts.
- Report on Monthly Expenditure (Monthly Appropriation Accounts) Comprehensive Review of Grants.
- Certification of Annual Accounts (Finance and Appropriation Accounts).
- Vetting of Notes to Accounts.
- Preparation of State Finance Report based on annual Finance & Appropriation accounts and information obtained from other quarters for the preparation of Chapter-III of SFR.