

**Revised Tour Programme of AMG-II Inspection Party No. I for 3<sup>rd</sup> Quarter of 2023-24**

**1. Shri Monojit Dutta, Sr. AO**

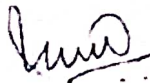
**3. Shri Anindya Mitra, AAO**

**2. Shri Sabyasachi Mahato, AAO**

**4. Shri Achintya Kumar Sarkar, A.S.**

1.	<b>District Mineral Foundations Trust (DMFT), Jhargram, Jhargram, West Bengal Pin: 721507. (Compliance Audit - since period of last audit )</b>	<b>P.O.- Jhargram, Dist:</b>	<b>03.10.2023 to 17.10.2023 ( 11 days)</b>
<b>To attend Headquarters from 18.10.2023 to 27.10.2023 (In-house Training on 19.10.2023 &amp; Quarterly Meeting with AG on 20.10.2023)</b>			
<b>Transit to Bankura on 29.10.2023</b>			
2.	<b>District Mineral Foundations Trust (DMFT), Bankura, Court Complex, P.O. &amp; Dist.- Bankura, Pin – 722101. (Compliance Audit - since period of last audit )</b>		<b>30.10.2023 to 07.11.2023 (07 days)</b>
3.	<b>District Mineral Foundations Trust (DMFT), Purba Bardhaman, New Administrative Building, Kachari Road (Court Compound), Purba Bardhaman, Pin - 713101. ( Compliance Audit - since period of last audit )</b>		<b>08.11.2023 to 10.11.2023 (03 days)</b>
<b>To attend Headquarters from 13.11.2023 to 17.11.2023</b>			
	<b>District Mineral Foundations Trust (DMFT), Purba Bardhaman, New Administrative Building, Kachari Road (Court Compound), Purba Bardhaman, Pin - 713101. ( Compliance Audit - since period of last audit )</b>		<b>21.11.2023 to 24.11.2023 (04 days)</b>
<b>Transit to Bankura on 27.11.2023</b>			
4.	<b>Divisional Forest Officer, Bankura (North) Division, P.O &amp; Dist- Bankura, West Bengal, PIN-722101. (Compliance Audit period from 04/2022 to 03/2023)</b>		<b>28.11.2023 to 06.12.2023 (07 days)</b>
5.	<b>Deputy Conservator of Forests, Bankura (South) Division, P.O. &amp; Dist- Bankura, West Bengal, PIN-722101. (Compliance Audit period from 04/2022 to 03/2023)</b>		<b>07.12.2023 to 15.12.2023 (07 days)</b>
6.	<b>Divisional Forest Officer, Panchet Division, P.O.-Bishnupur, Dist-Bankura, W.B. PIN- 722122. (Compliance Audit period from 04/2022 to 03/2023)</b>		<b>18.12.2023 to 27.12.2023 (07 days)</b>
<b>Transit to Kolkata on 28.12.2023</b>			
<b>Duty at Headquarter from 29.12.2023</b>			
<b>Following information need to be incorporated with IR failing of which IR will not be accepted:</b>			

<ul style="list-style-type: none"> <li>➤ According to CAG officer order, commencing 1<sup>st</sup> April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS.</li> <li>➤ The teams should mention Audit Assignment No and audit Product No generated in OIOS in the file. The teams should take care to complete all the steps in OIOS before closing the OIOS assignment. In each step of audit the OIOS guidelines and procedures shall be followed.</li> <li>➤ The IR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view.</li> <li>➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported.</li> <li>➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</li> <li>➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period.</li> <li>➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters.</li> <li>➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification.</li> <li>➤ Teams should update the outstanding paras and include in the present IR wherever feasible and settle the outstanding paras/ IR.</li> <li>➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25. Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period.</li> </ul>
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**Senior Audit Officer/AMG-II (C)**

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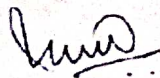
**Deputy Accountant General/AMG-II**

**Revised Tour Programme of AMG-II Inspection Party No. II for 3<sup>rd</sup> Quarter of 2023-24**

<b>1. Shri Karunakar Sahoo, Sr. AO</b>		<b>3. Shri Pradeep Kumar, AAO</b>	
<b>2. Shri Arbind Kumar, AAO</b>		<b>4. Jb. Kamar Ali Khan, A. S. ( up to 07.11.23)</b> <b>Shri Hardeolal Sharma, Sr. Ar. ( w.e.f. 08.11.23)</b>	
1.	<b>Deputy Conservator of Forests, Urban &amp; Recreational Forest Division, Eden Gardens, Kolkata-700021.</b> (Compliance Audit period from 04/2022 to 03/2023)	03.10.2023 to 17.10.2023 ( 11 days)	
<b>To attend Headquarters from 18.10.2023 to 27.10.2023 (In-house Training on 19.10.2023 &amp; Quarterly Meeting with AG on 20.10.2023)</b>			
2.	<b>Deputy Field Director , Sundarban Tiger Reserve, Canning Town, P.O-Canning Dist-24 Parganas (South), W.B. Pin-743329.</b> (Compliance Audit period from 04/2022 to 03/2023)	30.10.2023 to 07.11.2023 (07 days)	
3.	<b>Principal Secretary to the Government of West Bengal, Environment Department, Prani Sampad Bhawan, 5<sup>th</sup> Floor, LB-II, Salt Lake, Kolkata-700106.</b> (Compliance Audit period from 04/2022 to 03/2023) <b>(The team may coordinate with the Department and arrange a Audit SubCommittee/ Bilateral Meeting to settle outstanding paras/ IRs after seeking replies)</b>	08.11.2023 to 10.11.2023 (03 days)	
<b>To attend Headquarters from 13.11.2023 to 17.11.2023</b>			
	<b>Principal Secretary to the Government of West Bengal, Environment Department, Prani Sampad Bhawan, 5<sup>th</sup> Floor, LB-II, Salt Lake, Kolkata-700106.</b> (Compliance Audit period from 04/2022 to 03/2023)	21.11.2023 to 24.11.2023 (04 days)	
<b>Transit to Raiganj on 27.11.2023</b>			
<b>The team may coordinate with the Department/Division offices and arrange a Audit SubCommittee/ Bilateral Meeting to settle outstanding paras/ IRs after seeking replies.</b>			
4.	<b>Divisional Forest Officer, Raiganj Division, P.O.- Karnajora, Dist-Uttar Dinajpur, PIN- 733130.</b> (Compliance Audit period from 04/2011 to 03/2023)	28.11.2023 to 06.12.2023 (07 days)	
5.	<b>Divisional Forest Officer, Siliguri S.F. Division, Jagadish Bhattacharjee Sarani, Hakimpura, P.O- Siliguri, Dist-Darjeeling, PIN- 734401.</b> (Compliance Audit period from 04/2010 to 03/2023)	07.12.2023 to 15.12.2023 (07 days)	
6.	<b>Divisional Forest Officer, Gurumara Wild Life Division, Aranya Bhawan (3rd floor), Old Court Road, P.O. &amp; Dist-Jalpaiguri. Pin-735101.</b> (Compliance Audit period from 04/2022 to 03/2023)	18.12.2023 to 27.12.2023 (07 days)	
<b>Transit to Kolkata on 28.12.2023</b>			
<b>Duty at Headquarter from 29.12.2023</b>			

Following information need to be incorporated with IR failing of which IR will not be accepted:

<ul style="list-style-type: none"> <li>➤ According to CAG officer order, commencing 1<sup>st</sup> April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS.</li> <li>➤ The teams should mention Audit Assignment No and audit Product No generated in OIOS in the file. The teams should take care to complete all the steps in OIOS before closing the OIOS assignment. In each step of audit the OIOS guidelines and procedures shall be followed.</li> <li>➤ The IR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view.</li> <li>➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported.</li> <li>➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</li> <li>➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period.</li> <li>➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters.</li> <li>➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification.</li> <li>➤ Teams should update the outstanding paras and include in the present IR wherever feasible and settle the outstanding paras IR.</li> <li>➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25.</li> <li>➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transaction initially failed but subsequently were successful during the audit period.</li> </ul>
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Senior Audit Officer/AMG-II(C)

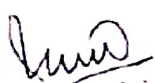
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Deputy Accountant General/AMG-II

**Revised Tour Programme of AMG-II Inspection Party No. III for 3<sup>rd</sup> Quarter of 2023-24**

<b>1. Shri Jaydip Narayan Chakrabarti, Sr. AO</b>		<b>3. Shri Shyam Anand, AAO</b>	
<b>2. Shri Sumangal Debnath, AAO</b>		<b>4. Shri Alope Pramanik, A.S.</b>	
1.	<b>District Mineral Foundations Trust (DMFT), Paschim Medinipur, P.O. &amp; District-Paschim Midnapore, Pin-721101. ( Compliance Audit - since period of last audit )</b>	03.10.2023 to 17.10.2023 ( 11 days)	
<b>To attend Headquarters from 18.10.2023 to 27.10.2023 (In-house Training on 19.10.2023 &amp; Quarterly Meeting with AG on 20.10.2023)</b>			
2.	<b>District Mineral Foundations Trust (DMFT), Nadia, Administrative Building, PO- Krishnanagar, Nadia- 741101. ( Compliance Audit - since period of last audit )</b>	30.10.2023 to 07.11.2023 (07 days)	
3.	<b>Handloom Development Officer, Santipur, 8, Baghbat Das Road, P.O. Santipur, Dist. Nadia, PIN-741404. (Compliance Audit period from 04/2022 to 03/2023) (The team should seek replies to outstanding paras for conducting a bilateral meeting to settle the outstanding paras)</b>	08.11.2023 to 10.11.2023 (03 days)	
<b>To attend Headquarters from 13.11.2023 to 17.11.2023</b>			
	<b>Handloom Development Officer, Santipur, 8, Baghbat Das Road, P.O. Santipur, Dist. Nadia, PIN-741404. (Compliance Audit period from 04/2022 to 03/2023)</b>	21.11.2023 to 24.11.2023 (04 days)	
<b>Transit to Coochbehar on 27.11.2023</b>			
<b>*The team should communicate with DFO office in adjacent districts and arrange to conduct ACM/Sub Committee meeting for settlement of previous IRs and outstanding paras. Date and venue may be fixed November 2023 with approval of DAG.</b>			
4.	<b>Divisional Forest Officer, Jaldapara Wildlife Division, Cooch Behar, Nilkuthi, P.O.+Dist.-Coochbehar, Pin-736101. (Compliance Audit period from 04/2022 to 03/2023)</b>	28.11.2023 to 06.12.2023 (07 days)	
5.	<b>Divisional Forest Officer, Darjeeling Division, Barakakjhora, P.O. &amp; Dist- Darjeeling, West Bengal, Pin- 734101. (Compliance Audit period from 04/2011 to 03/2023)</b>	07.12.2023 to 15.12.2023 (07 days)	
<b>Transit to Kolkata on 16.12.2023</b>			
6.	<b>West Bengal Mineral Development and Trading Corporation Limited, 13 Nellie Sengupta Sarani, 2nd floor, Kolkata-700 087. ( Compliance Audit - since period of last audit )</b>	18.12.2023 to 28.12.2023 (08 days)	
<b>Duty at Headquarter from 29.12.2023</b>			
<b>Following information need to be incorporated with IR failing of which IR will not be accepted:</b>			

<ul style="list-style-type: none"> <li>➤ According to CAG officer order, commencing 1<sup>st</sup> April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS.</li> <li>➤ The IR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view.</li> <li>➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported.</li> <li>➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</li> <li>➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period.</li> <li>➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters.</li> <li>➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification.</li> <li>➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25.</li> </ul>
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Senior Audit Officer/AMG-II(C)

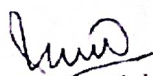
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Deputy Accountant General/AMG-II

**Revised Tour Programme of AMG-II Inspection Party No. IV for 3<sup>rd</sup> Quarter of 2023-24**

<b>1. Shri Rahul Barua, Sr. AO (Partial charge)</b>		<b>3. Shri Vikash Kumar Shaw, AAO</b>	
<b>2. Shri Mithilesh Kumar, AAO</b>		<b>4. Shri Ajay Kumar Thakur, Sr. Ar.</b>	
1.	West Bengal Khadi and Village Industries Board, 12, B. B. D. Bag, Kolkata-700001. ( Financial Audit for 2020-21)	03.10.2023 to 05.10.2023 ( 03 days)	
	West Bengal Khadi and Village Industries Board, 12, B. B. D. Bag, Kolkata-700001. ( Financial Audit for 2021-22)	06.10.2023 to 12.10.2023 ( 05 days)	
	West Bengal Khadi and Village Industries Board, 12, B. B. D. Bag, Kolkata-700001. ( Compliance Audit for 2022-23)	13.10.2023 to 03.11.2023 ( 08 days)	
<b>To attend Headquarters from 18.10.2023 to 27.10.2023 (In-house Training on 19.10.2023 &amp; Quarterly Meeting with AG on 20.10.2023)</b>			
2.	Managing Director, West Bengal Small Industries Development Corporation Limited, Silpa Bhavan, 31, Black Burn Lane, Kolkata-700012. ( Financial Audit for 2021-22)	06.11.2023 to 10.11.2023 (05 days)	
<b>To attend Headquarters from 13.11.2023 to 16.11.2023</b>			
	Managing Director, West Bengal Small Industries Development Corporation Limited, Silpa Bhavan, 31, Black Burn Lane, Kolkata-700012. ( Compliance Audit - since period of last audit )	17.11.2023 to 24.11.2023 (05 days)	
<b>Transit to Bankura on 27.11.2023</b>			
3.	Manager (Cr.) D.I.C and L.D.W.O. Bankura, Shilpa Bhaban, Machantola, P.O. + Dist.- Bankura. PIN-722101. (Compliance Audit period from 04/2021 to 03/2023) <b>(The team may coordinate with the Field office/ Department and arrange a Audit Sub Committee/ Bilateral Meeting to settle outstanding paras/ IRs after seeking replies)</b>	28.11.2023 to 06.12.2023 (07 days)	
4.	Handloom Development Officer, Bankura, Machantala (Silpo Bhavan), PO & Dist.- Bankura. PIN-722101. (Compliance Audit period from 04/2019 to 03/2023)	07.12.2023 to 15.12.2023 (07 days)	
<b>Transit to Kolkata on 17.12.2023</b>			
5.	Compensatory Afforestation Fund Management and Planning Authority, Aranya Bhavan, Block-LA-10A, Sector -III, Salt Laake City, Kolkata – 700106 (Compliance Audit period from 04/2022 to 03/2023)	18.12.2023 to 28.12.2023 (08 days)	
<b>Duty at Headquarter from 29.12.2023</b>			
Following information need to be incorporated with IR failing of which IR/SAR will not be accepted:			

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Senior Audit Officer/AMG-II(C)

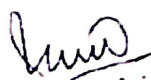
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Deputy Accountant General/AMG-II

**Revised Tour Programme of AMG-II Inspection Party No. V for 3<sup>rd</sup> Quarter of 2023-24**

<b>Shri Indranil Pal, Sr. AO</b> <b>Smt Ms. Manima Moktan, Sr. AO (w.e.f. 30.10.23 to 10.11.23)</b>		<b>3. Shri Samir Mondal, AAO(Ad-hoc)</b>
<b>2. Shri Kulpati Chik Baraik, AAO</b> <b>Smt Saoli Banerjee, AAO (w.e.f. 30.10.23 to 10.11.23)</b>		<b>4. Shri Hardeolal Sharma, Sr. Ar. (up to 07.11.23)</b> <b>Shri Subrata Kumar Roy, Sr. Ar. (w.e.f. 08.11.23)</b>
1.	<b>District Mineral Foundations Trust (DMFT), Paschim Bardhaman, Kanyapur,</b> Asansol, PIN – 713305. ( Compliance Audit – since period of last audit )	03.10.2023 to 17.10.2023 ( 11 days)
<b>To attend Headquarters from 18.10.2023 to 27.10.2023 (In-house Training on 19.10.2023 &amp; Quarterly Meeting with AG on 20.10.2023)</b>		
2.	<b>Managing Director, Greater Calcutta Gas Supply Corporation Limited,</b> 14, Canal Road, Kolkata-700009. ( Financial Audit for 2022-23)	30.10.2023 to 03.11.2023 ( 05 days)
	<b>Managing Director, Greater Calcutta Gas Supply Corporation Limited, 14,</b> Canal Road, Kolkata-700009. ( Compliance Audit – since period of last audit )	06.11.2023 to 10.11.2023 ( 05 days)
<b>To attend Headquarters from 13.11.2023 to 17.11.2023</b>		
<b>Transit to Alipurduar on 20.11.2023</b>		
3.	<b>Field Director, Buxa Tiger Reserve, Alipurduar Court, P.O.-Alipurduar, Dist-</b> Alipurduar, West Bengal, Pin-736122. ( Compliance Audit - since period of last audit )	21.11.2023 to 01.12.2023 (08 days)
4.	<b>Deputy Field Director, Buxa Tiger Reserve (East), Alipurduar Court, P.O.-</b> Alipurduar, Dist- Alipurduar, West Bengal, Pin-736122. (Compliance Audit period from 04/2022 to 03/2023)	04.12.2023 to 14.12.2023 (09 days)
5.	<b>Deputy Field Director, Buxa Tiger Reserve (West), Alipurduar Court, P.O.-</b> Alipurduar, Dist- Alipurduar, West Bengal, Pin-736122. (Compliance Audit period from 04/2022 to 03/2023)	15.12.2023 to 27.12.2023 (08 days)
<b>Transit to Kolkata on 28.12.2023</b>		
<b>Duty at Headquarter from 29.12.2023</b>		
<b>Following information need to be incorporated with IR failing of which IR/SAR will not be accepted:</b>		

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**Senior Audit Officer/AMG-II(C)**

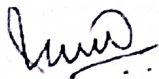
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**Deputy Accountant General/AMG-II**

**Tour Programme of AMG-II Inspection Party No. X for 3rd Qtr. of 2023-24**

1. Smt Manima Moktan, Sr. AO		3. Shri Arindam Sarkar , A. S.	
2. Smt Saoli Banerjee, AAO			
1.	<b>Chief Administrative Officer, Institute of Environmental Studies and Wetland Management, DD-24, Sector-I, Salt Lake, Kolkata - 700064.</b> (Financial Audit for 2021-22)	<b>17.11.2023 to 24.11.2023</b> (05 days)	
	<b>Chief Administrative Officer, Institute of Environmental Studies and Wetland Management, DD-24, Sector-I, Salt Lake, Kolkata - 700064.</b> ( Compliance Audit period from 04/2022 to 03/2023)	<b>28.11.2023 to 04.12.2023</b> (05 days)	
Duty at Headquarter from 05.12.2023			
Following information need to be incorporated with IR/SAR failing of which IR/SAR will not be accepted:			

<ul style="list-style-type: none"> <li>➤ According to CAG officer order, commencing 1<sup>st</sup> April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS.</li> <li>➤ The IR/SAR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view.</li> <li>➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported.</li> <li>➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</li> <li>➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period.</li> <li>➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters.</li> <li>➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification.</li> <li>➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25.</li> </ul>
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**Senior Audit Officer/AMG-II(C)**

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**Deputy Accountant General/AMG-II**

**Tour Programme of AMG-II Inspection Party No. IX for 1st Qtr. of 2023-24**

1. Shri Arindam Basu, Sr. AO		3. Shri Brojen Naskar, A.S	
2. Shri Sujan Dasgupta, AAO			
1	<b>Managing Director, West Bengal Text Book Corporation Limited, 11, B. T. Road, Kolkata-700056.</b> (Financial Audit for 2022-23)	30.10.2023 to 02.11.2023 (04 days)	
2	<b>Managing Director, Saraswaty Press Limited, 11, B. T. Road, Kolkata-700056.</b> (Financial Audit of FS and CFS for 2022-23 )	03.11.2023 to 10.11.2023 (07 days) <u>FS-4 days and CFS-3 days</u>	
3	<b>Managing Director, West Bengal Text Book Corporation Limited, 11, B. T. Road, Kolkata-700056.</b> ( Compliance Audit period from 04/2022 to 03/2023)	11.11.2023 to 17.11.2023 (05 days)	
4.	<b>Managing Director, Saraswaty Press Limited, 11, B. T. Road, Kolkata-700056.</b> ( Compliance Audit period from 04/2022 to 03/2023)	18.11.2023 to 23.11.2023 (05 days)	
Duty at Headquarter from 24.11.2023. Subsequent programmes will be intimated in due			
Following information need to be incorporated with IR/SAR failing of which IR/SAR will not be accepted:			

<ul style="list-style-type: none"> <li>➤ According to CAG officer order, commencing 1<sup>st</sup> April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS.</li> <li>➤ The IR/SAR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view.</li> <li>➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported.</li> <li>➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</li> <li>➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period.</li> <li>➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters.</li> <li>➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification.</li> <li>➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25.</li> </ul>
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Senior Audit Officer/AMG-II(C)

Deputy Accountant General/AMG-II