

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

1. Treasury inspection Tour programme for the period of 3rd quarter of FY 2024-25 has been finalised for the inspection of six treasuries and their sub-treasuries of Haryana state. Out of six treasuries, 3 treasuries (viz. Faridabad, Charkidadri & Kaithal) is to be inspected now and remaining 3 treasuries tour plan will be put in due course of time.
2. Inspection of these six treasuries is to be done only through OIOS as per instructions of Pr. Accountant General. The treasury inspection party has to upload the key documents also in the audit observations.
3. Journey may be performed as per entitled class.
4. All officers/officials concerned are to maintain the decorum of inspection party as per CCS (Conduct) Rules.
5. Sr. Accounts Officer at Sr. No. 1 of each inspection party shall supervise the inspection of Treasury for the last 03 days through offline mode.
6. 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.
7. Inspection party shall carry soft copy of the Audit Design Matrix, which are required during inspection and previous year Treasury inspection report.
8. 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.
9. Sr. Accounts Officer at Sr. No. 1 of each inspection party shall intimate concerned treasury about inspection along with the Audit Design Matrix and documents needed for inspection prior visiting the treasury for inspection.
10. In case of transfer of any Sr. Accounts Officer/Assistant Accounts Officer, the successor will complete the remaining work of inspection. The outgoing Sr. Accounts Officer/Assistant Accounts Officer will mention the remaining pending work of Inspection in his/her Charge Report.
11. 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.) Verification of all first time pension payments and report the variation by treasury inspection party as per HQS DO letter no. 1161/GA/192/2023 dated 27.09.2023 and data for the same may be taken from pension Computer Cell.

(i.) 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.

(j.) 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.

(k.) Treasury inspection parties may take up the matter with concerned treasury officers regarding pending A.C , D.C, OB suspense, UC and outstanding Paras and make compliance 100%.

(l) Party should collect pending A.C, D.C OB suspense, UC and outstanding paras from TM(C) Section.

12. 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.

13. Treasury Inspection team members are directed not to leave the station during inspection except with permission of Dy Accountant General. The request to leave station should invariably contain the reason for leaving station else the request will be denied.

14. Steps have to be ensured by the treasury inspection party that efforts are to be made to get replies from concerned treasuries. If the replies are satisfactory, the shortcomings may be dropped and only major shortcomings are to be incorporated in paras.

15. Treasury Inspection Teams shall also see that Treasury Office should accept the VDMS only in revised format from concerned local Branch of agency bank

authorised for Govt. business. In case, Treasury Office is accepting the VDMS in old format, such facts shall be mentioned in the Treasury Inspection Report.

16. Treasury Inspection Teams shall also check the balance PD/PLA accounts existing in the treasury/sub-treasury and whether balances are being reconciled with OTIS or not.

Sd/

Dy. Accountant General (A/cs & VLC)

TM(C)/Try Insp/2024-25/ I/754058/2024

Dated: 07-10-2024

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

Signed by Anju Bala

Nagpal

Date: 07-10-2024 10:23:06
Sr. Accounts Officer TM(C)

**Tour Programme of Treasury Inspection Party for the Account
of 2023-24 to be conducted in Third quarter of 2024-25 From
14-10-2024 to 30-10-2024**

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. Nek Ram Bhatia , Sr. AO 2. Sh. Sameer, AAO 3. Sh.Ankit Dindhoria , Acctt.	Ballabgarh	2022-23, 2023-24	3	13-10-2024	14-10-2024 to 16-10-2024	
	Back to Chd			16-10-2024		The tour party has to rejoin the office on 17-10-2024& 18.10.2024.
	Faridabad	2023-24	5	20-10-2024	21-10-2024 to 25-10-2024	
	Back to Chd			26-10-2024		
1. Sh. Prem Prakash, Sr. AO 2. Sh. Prabhat Kumar Singh, AAO 3. Sh. Joginder, Acctt.	Charki Dadri	2023-24	5	20-10-2024	21-10-2024 to 25-10-2024	
	Back to Chd			26-10-2024		26-10-2024 Sat 27-10-2024 Sun
1.Sh. Dipak Dutta, Sr. AO 2.Sh. Narendra Singh Charan, AAO 3.Sh. Amit Hatila, Acctt.	Rajound	2022-23, 2023-24	3	13-10-2024	14-10-2024 to 16-10-2024	
	Back to Chd	2022-23, 2023-24	1	16-10-2024		The tour party has to rejoin the office on 17-10-2024 & 18.10.2024. 19-10-2024 Sat 20-10-2024 Sun
	Pundri	2022-23, 2023-24	3	20-10-2024	21-10-2024 to 23-10-2024	
	Kaithal	2023-24	2	23-10-2024	24-10-2024 to 25-10-24	
	Back to Chd			25-10-2024		26-10-2024 Sat 27-10-2024 Sun
	Kaithal	2023-24	3	27-10-2024	28-10-2024 to 30-10-24	
	Back to Chd			30-10-2024		

Signed by Lakshay Kumar
Chowdhury
Deputy Accountant General (Accounts & VLC)
Date: 05-10-2024 09:07:19

**Office of the Principal Accountant General (A&E)
Haryana, Chandigarh**

OFFICE ORDER

CORRIGENDUM

1. Reference is invited to Office order no. TM(C)/Try Insp/2024-25/I/754058 dated 07-10-2024, the Faridabad treasury inspection party will stay at Ballabgarh sub-treasury on 17-10-2024 and will report to Pr. Accountant General at Haryana Bhawan, New Delhi on 18-10-2024 (12pm) to discuss the findings of the inspection of Faridabad treasury and its sub-treasuries. After that, the tour party has to return to Chandigarh on 19.10.2024.
2. It has also been decided that Sr. Accounts Officer will also attend the meeting with PAG on 18-10-2024 and will then attend the treasury inspection at Faridabad on 21-10-2024 & 22-10-2024.
3. Rest all instruction as mentioned in office order no. TM(C)/Try Insp/2024-25/I/754058 dated 07-10-2024 remains same.

Deputy Accountant General (A/Cs & VLC)

Signed by

Lakshay Kumar Chowdhury

Date: 16-10-2024 15:16:01

TM(C)/Try Insp/2024-25/I/766950/2024

Dated: - 16-10-2024

Copy forwarded to the following for information and necessary action.

1. PA to DAG (A/Cs & VLC)
2. All officers/officials of Faridabad treasury Inspection party.

Sr. Accounts Officer TM(C)