



लोक हितार्थ सत्य निष्ठा
Dedicated to Truth in Public
interest

No. AMG II/3rd QTP/2023-24/ TP No.-

भारतीय लेखा तथा लेखापरीक्षा विभाग
कार्यालय, प्रधान महालेखाकार (लेखापरीक्षा), बिहार
वीरचन्द्र पटेल मार्ग, पटना-800 001

Indian Audit & Accounts Department

Office of the Pr. Accountant General (Audit), Bihar
Beerchand Patel Marg, Patna-800 001

Date: .01.2024

Revised Tour programme for Compliance Audit

Sector AMG II/Audit Party No.- 04

Team Members

| Sl. No. | Name (Shri) | Designation | ID Card No. |
|---------|-------------------|-------------|---------------|
| 1 | Rajiv Kumar No.1 | Sr. AO | BHPTA 3030598 |
| 2 | Shashi Kant Kumar | AAO | BHPTA 3031475 |
| 3 | Ajay Kumar No.3 | AAO | BHPTA 3031474 |
| 4 | Ashish Kumar No.4 | AAO(A) | BHPTA 3031763 |
| 5 | Gautam Prakash | AAO(A) | BHPTA 3031614 |

Supervising Officer: Shri Rajiv Kumar No. 1, Sr. Audit Officer (BHPTA 3030598)

Period of Supervision: 30.10.23 to 06.01.24

Note: Audit of the Entity taken from Last Audit

| SL. NO. | Name of the audit entity | Type of Audit | Risk category (Low/Medium/High) | Audit of the entity last audited till | Audit to be conducted during the period with dates of transit | | Remarks |
|---|---|------------------|---------------------------------|---------------------------------------|---|----------|--|
| | | | | | From | To | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| Morning transit from Patna to Lakhisarai on 30.10.2023 | | | | | | | |
| 1 | District Education Office, Lakhisarai | Compliance Audit | A | Feb 23 | 30.10.23 | 03.11.23 | 05 working days |
| 2 | District Programme Office (Estd.), Lakhisarai | Compliance Audit | C | Feb 23 | 04.11.23 | 13.11.23 | 08 working days (05/11, 12/11- Sunday) |
| 3 | District Programme Office (MDM), Lakhisarai | Compliance Audit | C | Jan 17 | 14.11.23 | 24.11.23 | 08 working days (19/11- Sunday; 15/11, 20/11- Holiday) |
| 4 | MS Mahila Vidya Mandir, Lakhisarai | Compliance Audit | - | - | 25.11.23 | 28.11.23 | 03 working days (26/11- Sunday) |
| 5 | UHS Bhandar, Chanan | Compliance Audit | - | - | 29.11.23 | 01.12.23 | 03 working days |
| 6 | MS Naya Bazar, Lakhisarai | Compliance Audit | - | - | 02.12.23 | 05.12.23 | 03 working days (03/12- Sunday) |

| | | | | | | | |
|---|--|---------------------|---|--------|----------|----------|---|
| 7 | MS Partner, Lakhisarai | Compliance Audit | - | - | 06.12.23 | 08.12.23 | 03 working days |
| 8 | UHS Husaina, Suryagarha | Compliance Audit | - | - | 09.12.23 | 12.12.23 | 03 working days (10/12- Sunday) |
| 9 | Utkramit Ucch MV Bansipur, Suryagarha | Compliance Audit | - | - | 13.12.23 | 15.12.23 | 03 working days |
| 10 | MS Kaindi Haladi | Compliance Audit | - | - | 16.12.23 | 19.12.23 | 03 working days (17/12- Sunday) |
| 11 | MS Manikpur, Suryagarha | Compliance Audit | - | - | 20.12.23 | 22.12.23 | 03 working days |
| 12 | MS Kiul Basti Lakhisarai | Compliance Audit | - | - | 23.12.23 | 28.12.23 | 04 working days (24/12- Sunday; 25/12- Holiday) |
| 13 | MS Garhi Vishanpur, Lakhisarai | Compliance Audit | - | - | 29.12.23 | 02.01.24 | 04 working days (31/12- Sunday) |
| 14 | District Education Office, Lakhisarai | Compliance Audit | A | Feb 23 | 03.01.24 | 06.01.24 | 03 working days |
| Evening transit from Lakhisarai to Patna on 06.01.2024 | | | | | | | |

Note: - Field Party is directed to come to Headquarter on every weekend from place of auditee units at a distance of less than 150 km from headquarter. (Not applicable where boarding/lodging of audit team is in Circuit Houses, Guest House, Inspection Bungalows, messes etc.) {Authority vide Hqrs. Letter no. 3368/BRS/2012 dated 27th June, 2012}. All the field officials have been directed to join the office on declared holiday in State Govt. on Suffix /prefix of weekend only.

2. The Party will perform their respective allotted works/theme work with compliance of instruction/guidelines/SoP issued by this office as well as Ministry of Home Affairs related to Covid-19.

3. In case you are facing any issue in field visit please contact to Group Officer/Nodal office (OIOS)/Headquarters immediately.

4. Audit Team have to submit Desk Review within 2 days of commencement of Audit.

5. For Desk study, Voucher-wise VLC data is to be arranged in ascending/descending order in Excel Sheet and Risk Analysis is to be done on the basis of value of Vouchers item-wise.

6. The last audit of audit entities are to be matched with the data provided by the auditee unit. In case of discrepancies, the same may be intimated to Headquarters immediately.

7. The sampling of schools for audit/verification could be done based on highest expenditure on MDM by each schools. The sampling may be sent to Headquarter section within one week of commencement of Audit for approval of the Group Officer and subsequent issue of intimation letter to DEO by the office.

8. One IR of District Education Office is to be prepared and the findings of all the other units may be incorporated in the same.

9. Shri Gautam Prakash, AAO(A) availed morning transit from Patna to Lakhisarai on 02.11.23 after completion of assignment of PA on Labour Cess and was attached with Party.

Authority: Dy. AG/AMG-II dated 27.10.23 & dated 10.01.24

Sd/-

Sr. Deputy Accountant General / AMG II

Copy forwarded to: -

1. Secretary to the Pr. Accountant General (Audit) Bihar, Patna
2. Sr. Audit Officer / Claim / AMS
3. Party concerned
4. Notice Board

Deema
10/1/24

Sr. Audit Officer/ AMG-II (Hqrs.)