

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, Beerchand Patel Marg,

Bihar, Patna-800001

Revised Tour Program for Compliance audit for 4th quarter 2024-25

Team No – CA/06 (AMG-I)

Name of Team members –

1. Shri Abhishek Kumar, Sr. AO (C)
2. Shri Avinash Kumar Singh, AAO (C)
3. Shri Vinod Kumar, AAO (C)
4. Shri Anil Kumar No. 06, AAO

Name of the audit entity	Duration of Program		Number of working days	Remarks
	From	To		
BUIDCO (Hqrs.), Patna	17.02.2025	18.02.2025	02	
Engaged in query compliance and finalization of SSCA on reconductoring/ restrengthening of DISCOMs in Bihar from 19.02.2025 to 03.03.2025				
BUIDCO (Hqrs.), Patna	04.03.2025	13.03.2025	08	Sat-08/03,15/03 Sun-09/03,16/03 Holiday-14/03
Transit to Muzaffarpur- 17.03.2025 (Morning)				
BUIDCO, Muzaffarpur	17.03.2025	21.03.2025	05	Holiday- 22/03 Sun-23/03
Transit to Patna- 21.03.2025 (Evening)				
Transit to Gaya- 24.03.2025 (Morning)				
BUIDCO, Gaya	24.03.2025	29.03.2025	06	Sun-30/03, Holiday-31/03
Transit to Patna- 29.03.2025 (Evening)				
BUIDCO (Hqrs.), Patna	01.04.2025	07.04.2025	05	Sat-05/04, Sun-06/04

Attached to Headquarter- 08.04.2025

Instructions:

1. The audit team should follow the ADM and checklist prepared by them.
2. The audit team should submit the desk review within two days of commencement of audit for approval of Group Officer.
3. The joint physical verification should be done only after selection/review of schemes by the audit team and the final report on physical verification along with concerned photographs should be submitted with the concerned Draft Inspection Reports.
4. The audit team is directed to conduct compliance audit on OIOS platform mandatorily as per headquarter instructions.
5. The audit team should follow and adhere the Key Result Area as circulated vide wing order no. 21 dated 07.06.2023.
6. The audit team should comply the O.O. No. Misc/TA/CA-529 dated 01.03.2023 regarding stay at Hotel & TA claims.
7. The Audit team is directed to submit compliance report of complaint cases/media reports (press clippings) handed over to the team or shown at 'Items for Verification' flag at right side ribbon of OIOS, if any, to the headquarter section (AMG-I) separately.
8. Field team is directed to come on Headquarter on every weekend from place of auditee units at a distance of less than 150 km from Hqr (not applicable where boarding/lodging of Audit Team is in circuit house/ guest house/inspection bungalows, messes etc.) {Authority vide Hqr. Letter No. 3368/BRS/2012 dated 27th June 2012}.
9. The audit team should be ensured that sufficient and relevant KDs are attached with the observations and referencing of them done properly.
10. Draft IRs must be submitted within 07 working days from the date of completion of audit. E-mail Id of auditee units and their controlling officers should be mentioned on draft IRs.
11. The audit team should collect outstanding old Irs from concerned vetting sections and submit review report after obtaining reply from the units.
12. No extension will be granted except in case of exigency/seriousness of work and without proper justification.
13. The audit team is directed to scrutiny the Cash Book with bank details of savings accounts/current accounts and PDA/PLA maintained by auditee unit. In this regard, the team will collect the certified bank statement from concerned banks.
14. The audit team should collect the information of all types of schemes with their allotment and expenditure pertaining to the last 3 years and submit the same to AMG-I (Hq).
15. The Audit team should submit 18 proforma as per Allahabad Model alongwith DIR.
16. The Audit team will ensure updation/uploading of the information about IT Systems of audited entity on OIOS toolkits as per wing order Tr. No. 373 dated 24.07.2023.

Sd/-

Dy. Accountant General (AMG-I)

Date:-13.03.2025

No. AMG-I. (Hqrs.)/4th qtr TP/2024-25/Tr.No. 1792+0 1797

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (AMG-I) Sectt.
3. Sr. Audit Officer, Claim/AMS/PPG (Through e-mail)
4. Persons Concerned

Sr. Audit Officer/AMG-I (Hqr)