## Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, Beerchand Patel Marg, Bihar, Patna-800001
## Revised Tour Program for Performance Audit on Functioning of RTOs
## PA/04 (Team-01) (AMG-I)

Name of Team members –
1. Shri Manoj Kumar Srivastava, Sr. AO
2. Shri Randhir Kumar No. 02, AAO
3. Shri Marut Nandan Dubey, AAO
4. Shri Bijay Kumar No. 03, AAO (w.e.f 26.09.2024)
5. Shri Amresh Kumar No. 02, AAO (w.e.f 26.09.2024)
6. Shri Sandeep Kumar Prabhakar, AAO (w.e.f 26.09.2024)

| Sl. No. | Name of the audit entity | Risk Category | Duration of Program | | Number of working days | Remarks |
|---|---|---|---|---|---|---|
| | | | From | To | | |
| 1. | STC, Patna | H | 09.09.2024 | 04.10.2024 | 10+04+04 (extension) | Sat-14/09,21/09, 28/09 Sun-15/09,22/09, 29/09 Holiday-16/09, 02/10 |

Attached to Headquarter- 07.10.2024

Instructions:
1. **The team should ensure submission of draft PA report latest by 15.10.2024.**
2. The joint physical verification should be done by the audit team and the final report on physical verification along with concerned photographs should be submitted with the concerned Draft Reports.
3. The audit team is directed to conduct performance audit on OIOS platform mandatorily as per headquarter instructions.
4. The audit team should follow and adhere the Key Result Area as circulated vide wing order no. 21 dated 07.06.2023.
5. The audit team should comply the O.O. No. Misc/TA/CA-529 dated 01.03.2023 regarding stay at Hotel & TA claims.
6. 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.
7. 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}.
8. The audit team should be ensured that sufficient and relevant KDs are attached with the observations and referencing of them done properly.
9. The audit team should collect outstanding old Irs from concerned vetting sections and submit review report after obtaining reply from the units.
10. **No extension will be granted except in case of exigency/seriousness of work and without proper justification.**
11. 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.
12. 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).
13. The Audit team should submit 18 proforma as per Allahabad Model.
14. 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:-26.09.2024

No. AMG-I. (Hqrs.)/2nd qtr TP/2024-25/ TPन9997-60 1001.

Copy to: -

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

*K.M. ...* 26/9/24

**Sr. Audit Officer/AMG-I (Hqr)**