

No. AMG II/2nd QTP/2025-26/ TP No.- 241-244

Date: 11.08.25

Tour programme for Compliance Audit for 2nd QTP 2025-26

Sector AMG II/Audit Party No.- 19

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Bhairav Kumar	Sr. AO	BHPTL3340012
2	Ajay Kumar Issar	AAO	BHPTA2030370
3	Arun Kumar Jha	AAO	BHPTA3031467
4	Ashish Kumar No.5	AAO	BHPTA3031792
5	Amitabh Sinha	Sr. Auditor	BHPTA3031228

Supervising Officer: Shri Bhairav Kumar(BHPTL3340012)

Period of Supervision: 22.07.25 to 18.10.25

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 Darbhanga on 22.07.25							
1	DEPUTY DIRECTOR, TRAINING, DARBHANGA (DBGLAB003)	Compliance Audit	C	Since Inception	22.07.25	28.07.25	06 working days (27/07-Sun)
2	PRINCIPAL, INDUSTRIAL TRAINING INSTITUTE, BIRAUL, Darbhanga (BNRLAB001)	Compliance Audit	B	Since Inception	29.07.25	04.08.25	06 working days (03/08-Sun)
3	Industrial Training Institute Benipur (BNRLAB003)	Compliance Audit	B	Since Inception	05.08.25	11.08.25	06 working days (10/08-Sun)
4	PRINCIPAL, INDUSTRIAL TRAINING INSTITUTE, ITI RAMNAGAR, LEHRIASARAI, DARBHANGA (DBGLAB004)	Compliance Audit	B	Nov 2019	12.08.25	20.08.25	06 working days (17/08-Sun; 15/08, 16/08-Holiday)
5	DEPUTY DIRECTOR, TRAINING, DARBHANGA (DBGLAB003)	Compliance Audit	C	Since Inception	21.08.25	22.08.25	02 working days
6	DEPUTY DIRECTOR(EMPLOYMENT), DARBHANGA DIVISION,	Compliance Audit	C	Since Inception	23.08.25	01.09.25	08 working days (24/08,

	DARBHANGA (DBGLAB002)						31/08-Sun)
7	DEPUTY LABOUR COMMISSIONER, OFFICE OF THE DEPUTY LABOUR COMMISSIONER, DARBHANGA (DBGLAB007)	Compliance Audit	C	Mar 18	02.09.25	11.09.25	08 working days (07/09-Sun; 05/09-Holiday)
Evening transit from Darbhanga to Patna on 11.09.25							
8	DEPUTY DIRECTOR(EMPLOYMENT), PATNA DIVISION, PATNA (PTCLAB004)	Compliance Audit	C	Nov 2010	12.09.25	18.09.25	06 working days (14/09-Sun)
9	PRINCIPAL, INDUSTRIAL TRAINING INSTITUTE (FEMALE), DIGHA, PATNA (PBBLAB011)	Compliance Audit	C	Mar 16	19.09.25	25.09.25	06 working days (21/09-Sun)
10	PRINCIPAL, INDUSTRIAL INSTITUTE TRAINING, DIGHA, PATNA (PTCLAB008)	Compliance Audit	C	Oct 19	26.09.25	27.09.25	02 working days
Attached to headquarter from 28.09.25 to 05.10.25							
11	PRINCIPAL, INDUSTRIAL INSTITUTE TRAINING, DIGHA, PATNA (PTCLAB008)	Compliance Audit	C	Oct 19	06.10.25	09.10.25	04 working days
12	INDUSTRIAL TRAINING INSTITUTE BARH (BRHLAB001)	Compliance Audit	C	Since Inception	10.10.25	16.10.25	06 working days (12/10-Sun)
13	DEPUTY DIRECTOR(EMPLOYMENT), PATNA DIVISION, PATNA (PTCLAB004)	Compliance Audit	C	Nov 2010	17.10.25	18.10.25	02 working days

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. In case of two or more consecutive holidays (including Sundays), the field party, withing 150 km from Headquarter, shall take evening transit on the day preceding the holiday to report to Headquarter and shall further, avail morning transit on the day succeeding the holiday to join the respective auditee units.

3. 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.

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

5. Audit Team have to submit Desk Review before commencement of Audit.

6. 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.

7. The field party is to ensure to work on the LDP topics emailed to the Sr.AOs as per ADM provided as per the unit assigned.

8. *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.*

9. *One IR of Deputy Director, Training, Darbhanga is to be made incorporating all the findings of ITIs at Biraul, Benipur and Darbhanga.*

10. *One IR of Deputy Director, Employment, Patna Division, Patna is to be made incorporating all the findings of ITIs at Digha (Female); Digha and Barh.*

Authority: Sr. Dy. AG/AMG-II dated 18.07.25

AMRENDRA VERMA

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

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

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