



लोक हितार्थ सत्य निष्ठा
Dedicated to Truth in Public
interest

No. AMG II/4th QTP/2023-24/ TP No.- 1121-1124

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

Indian Audit & Accounts Department
Office of the Pr. Accountant General (Audit), Bihar
Beerchand Patel Marg, Patna-800 001
Date: 12.01.2024

Tour programme for Compliance Audit

Sector AMG II/Audit Party No.- 01

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Randhir Kumar No. 1	Sr. AO	BHPTA 3031240
2	Ratnesh Kumar Jha	AAO	BHPTA 3031516
3	Harshvardhan	AAO (A)	BHPTA 3031622
4	Bhupal Kumar	Sr.Ar.	BHPTA 3031257

Supervising Officer: Shri Randhir Kumar No. 1, Sr. Audit Officer (BHPTA 3031240)

Period of Supervision: 15.01.24 to 25.03.24

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 Bhojpur on 15.01.24							
1	District Education Office, Bhojpur	Compliance Audit	A	Feb 23	15.01.24	20.01.24	05 working days (17/01- Holiday)
2	District Programme Office (Estd.), Bhojpur	Compliance Audit	C	Jun 22	22.01.24	31.01.24	08 working days (21/01, 28/01- Sunday; 26/01- Holiday)
3	District Programme Office (MDM), Bhojpur	Compliance Audit	C	Aug 21	01.02.24	09.02.24	08 working days (04/02- Sunday)
4	Ten sampled schools	Compliance Audit	-	-	10.02.24	20.03.24	30 working days (11/02, 18/02, 25/02, 03/03, 10/03, 17/03- Sunday; 14/02, 24/02, 26/02, 08/03- Holiday)
5	District Education Office, Bhojpur	Compliance Audit	A	Feb 23	21.03.24	25.03.24	03 working days (24/03-Sunday; 22/03-Holiday)
Evening transit from Bhojpur to Patna on 25.03.24							

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 on the basis of number of students enrolled for the year 2022-23 and for this, only U-DISE data is to be used. 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. Party is directed to provide findings as per the Audit Design Matrix (ADM) circulated in the 3rd Quarter 23-24 and other instructions to Vetting.
10. Any special findings, if any, during the course of audit may be intimated to Group Officer immediately.
11. The findings on Complain and Press Clippings may be submitted to Headquarter section separately after incorporating the same in Inspection Report.

Authority: Dy. AG/AMG-II dated 12.01.24

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


12/1/24
Sr. Audit Officer/ AMG-II (Hqrs.)