

Tour Programme of AMG-II Inspection Party No. I for 1st Qtr. of 2022-23

10

1 Shri Karunakar Sahoo, Sr. AO	3. Shri Samir Mondal, AAO (Adhoc)
2. Shri Arvind Kumar, AAO	4. Shri Achinta Kumar Sarkar, Asstt. Supervisor

The detailed programme for audit will be drawn up incorporating the units of ICA Department which would be left uncovered in Detailed Compliance Audit of 'Lokprasar Prakalpa' after having the Tour Programme for the DCA finalised/approved. Till then the team will be engaged in finalisation of IR of W&S Sector of KMDA and managing outstanding works at Headquarters (w.e.f 04.03.2022).

Attested

Sd/-


Sr. Audit Officer/AMG-II(C)

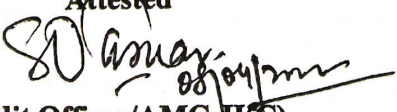
Deputy Accountant General/AMG-II

Tour Programme of AMG-II Inspection Party No. II for 1st Qtr. of 2022-23

1. Shri Ram Sankar Singha, Sr.AO	3. Shri Sidiu Boipai, AAO
2. Shri Ram Bharosh Upadhyay, AAO	4. Shri. Amit Choudhury, Sr. Auditor

1.	Principal Secretary, Department of Tourism Department, West Bengal including Dy. Director of Tourism (CT) New Secretariat Building 1, 3rd Floor, K. S. Roy Road, Kolkata, West Bengal 700001 and Dy. Director of Tourism (Accounts), 2 Brabourne Road, 4th floor, Kolkata - 700001. (For collection of materials related to Desk Review, ADM and for conducting compliance audit. The team shall get Desk Review Report and ADM approved, then proceed for the compliance audit since last audit and finally issue IR)	04.04.2022 to 13.05.2022 (23 days)
2.	Joint Director of Tourism (RTO), Kolkata, 2, Brabourne Road, Kolkata-700001 and Tourism Information Centre, Durgapur, OCS 17 Office cum commercial complex, City Centre Durgapur, 713216 (Compliance Audit for period since last audit period)	17.05.2022 to 26.05.2022 (08 days)
To attend Headquarter for Monthly Meeting on 27.05.2022		
	Joint Director of Tourism (RTO), Kolkata, 2, Brabourne Road, Kolkata-700001 and Tourism Information Centre, Durgapur, OCS 17 Office cum commercial complex, City Centre Durgapur, 713216 (Compliance Audit for period since last audit period)	30.05.2022 to 01.06.2022 (03 days)
3.	West Bengal Tourism Development Corporation Limited, DG Block, Sector II, Saltlake, Kolkata – 700 091. (Compliance Audit for period since last audit period)	02.06.2022 to 29.06.2022 (20 days)
Duty at Headquarters on 30.06.2022.		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

<ul style="list-style-type: none"> ➤ In each step of audit, the OIOS guidelines and procedures shall be followed. ➤ The audit should bring out a proposal of topic for holistic kind of audit (DCA, PA etc.) on the Department with justification thereof for incorporation in audit plan 2023-24. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> ➤ Party shall inspect records related to lodges as much as possible during audit of WBTD. The dates of visit of the Lodges and other subunits other than specified one under any unit without approval of Headquarters. ➤ The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. ➤ Date(s) of audit of Sub-division(s) to be intimated to headquarter well in advance.
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Attested

 Sr. Audit Officer/AMG-II(C)

Sd/-
 Deputy Accountant General/AMG-II

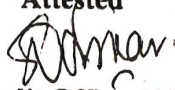
Tour Programme of AMG-II Inspection Party No. III for 1st Qtr. of 2022-23

12

1. Shri Manoj Kumar, Sr. AO	3. Shri Alok Pramanick, Asstt. Supervisor.
2. Shri Kulpati Chick Baraik, AAO	4. Shri Subrata Kumar Roy, Sr. Auditor.

1.	Principal Secretary to the Government of West Bengal (including Asstt. Secretary) Housing Department including Special Office, Housing Department (A&E) Branch. A Block, 1st Floor, N.S. Building, 1, K.S. Roy Road, Kolkata – 700001 (Compliance Audit period for since period of last audit)	04.04.2022 to 22.04.2022 (13 days)
To attend headquarters on 25.04.2022 to 29.04.2022 (05) to complete the work as specified in Sl. No. a to c.		
	a) Conduct desk review with the help of records available at Headquarters and data/information collected from Department/Directorate.	
	b) Prepare audit design matrix for audit of the Department as a whole (para 4.17 of compliance auditing guidelines)	
	c) Submit Inspection Report of the Department.	
2.	Dy. Director, Central division, Brick Production Directorate, Mechanised Brick Factory, Palta, P.O. Barrackpur, Dist-North -24 Parganas, Kol-700120. (Compliance Audit period for since period of last audit)	02.05.2022 to 20.05.2022 (11 days)
3.	Dy. Director, Akra Division, Dte. of BPHD, WB, Mechanised Brick Factory, Palta, P.O. Barrackpur, Dist-North -24 Parganas, Kol-700120.	23.05.2022 to 26.05.2022 (04 days)
To attend Headquarter for Monthly Meeting on 27.05.2022		
	Dy. Director, Akra Division, Dte. of BPHD, WB, Mechanised Brick Factory, Palta, P.O. Barrackpur, Dist-North -24 Parganas, Kol-700120. (Compliance Audit period from 04/2013 to 03/2022)	30.05.2022 to 03.06.2022(05 days)
4.	Asstt. Director, Dte. of Brick Production, Kalyani, Administrative Buildings, Kalyani Dist: - Nadia, PIN-741235 (Compliance Audit period for since period of last audit)	06.06.2022 to 17.06.2022 (10 days)
5.	Executive Engineer, Nadia Division, Circuit House Compound, Krishnanagar, Nadia, PIN-741101 (Compliance Audit period for since period of last audit)	20.06.2022 to 29.06.2022 (08 days)
Duty at Headquarters on 30.06.2022		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

<ul style="list-style-type: none"> ➤ In each step of audit the OIOS guidelines and procedures shall be followed. ➤ The audit should bring out a proposal of topic for holistic kind of audit (DCA, PA etc.) on the Department with justification thereof for incorporation in audit plan 2023-24. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> ➤ Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters. ➤ The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. ➤ Date(s) of audit of Sub-division(s) to be intimated to headquarter well in advance.
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 Sr. Audit Officer/AMG-II(C)

Sd/-
 Deputy Accountant General/AMG-II

Tour Programme of AMG-II Inspection Party No. ~~IV~~ for 1st Qtr. of 2022-23

(7)

1. Shri Rajeev Ranjan Akant, Sr. AO	3. Shri Ajoy Kumar Samajder, Supervisor
2. Shri Mithilesh Kumar, AAO	4. Shri Milan Kumar Das, Asstt. Supervisor

1.	Digha Sankarpur Development Authority P.O.- Digha New Township, P.S. - Digha, Dist Purba Medinipur, Pin 721463. (Audit of annual accounts for the year 2018-19)	11.04.2022 to 22.04.2022 (08 days)
Duty at Headquarters for preparation and submission of the SAR from 25.04.2022 to 29.04.2022		
2	Principal Secretary to Govt. of West Bengal, Department of Urban Development and Municipal Affairs including A.O Urban Development (Town & Country Planning), A.O Urban Development (Headquarters), Nagarayan Bhavan, DF-8, Sector-I, Salt Lake, Kolkata- 700064.and Municipal Affairs Branch at Bikash Bhavan, Saltlake, Kolkata-700091 (For compliance audit period for since period of last audit)	02.05.2022 to 20.05.2022(11 days)
To attend headquarters on 07.04.2022 to 11.04.2022 (03) to complete the work as specified in Sl. No. a to b.		
	a) Conduct desk review with the help of records available at Headquarters and data/information collected from Department/Directorate.	
	b) Prepare audit design matrix for audit of the Department as a whole (para 4.17 of compliance auditing guidelines)	
3	AO, Administrator, Bidhannagar, Nirman Bhawan, Block-DF-1, Sector-1, Salt Lake, Kolkata-700091. (Compliance Audit period for since period of last audit)	23.05.2022 to 26.05.2022 (04 days)
To attend Headquarter for Monthly Meeting on 27.05.2022		
	AO, Administrator, Bidhannagar, Nirman Bhawan, Block-DF-1, Sector-1, Salt Lake, Kolkata-700091. (Compliance Audit period for since period of last audit)	30.05.2022 to 03.06.2022 (05 days)
4	Director, State Urban Development Agency, ILGUS Bhaban, HC Block, Sector- III, Salt Lake, Kolkata - 700 106. The team may visit the offices. (Compliance Audit period for 2021-22)	06.06.2022 to 24.06.2022(15 days)
Duty at headquarters on 27.06.2022		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

<ul style="list-style-type: none"> ➤ In each step of audit the OIOS guidelines and procedures shall be followed. ➤ The audit should bring out a proposal of topic for holistic kind of audit (DCA, PA etc.) on the Department with justification thereof for incorporation in audit plan 2023-24. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. <p>Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</p>	<ul style="list-style-type: none"> ➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period. ➤ Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters. ➤ The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. <p>Date(s) of audit of Sub-division(s) to be intimated to headquarter well in advance.</p>
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Sr. Audit Officer/AMG-II(C)

Sd/-

Deputy Accountant General/AMG-II

Tour Programme of AMG-II Inspection Party No.V for 1st Qtr. of 2022-23

1. Shri Ajay Kumar Sinha, Sr. AO	3. Shri Pradeep Kumar, AAO
2. Shri Rabi Kumar Pattnaik, AAO	4. Shri Hardeolal Sharma, Sr. Ar.

1.	Midnapore Kharagpur Development Authority, Sahid Kshudiram Zilla Parikalpana Bhavan (2nd Floor) Zilla Parishad Complex, Paschim Medinipur-721101 (Compliance Audit period from 04/2020 to 03/2022)	25.04.2022 to 20.05.2022 (16 days)
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<ul style="list-style-type: none"> ➤ In each step of audit the OIOS guidelines and procedures shall be followed. ➤ The audit should bring out a proposal of topic for holistic kind of audit (DCA, PA etc.) on the Department with justification thereof for incorporation in audit plan 2023-24. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. <p>Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.</p>	<ul style="list-style-type: none"> ➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period ➤ The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. <p>Date(s) of audit of Sub-division(s) to be intimated to headquarter well in advance.</p>
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Attested

Sd/-


 27/04/2022
 Sr. Audit Officer/AMG-II(C)

Deputy Accountant General/AMG-II

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Programme for Detailed Compliance Audit of Lokprasar Prakalpa for the period from 2017-18 to 2021-22.

1. Shri Indranil Pal, Sr. AO	3. Shri Dipak Chowdhury, AAO
2. Shri Sabyasachi Mahato, AAO	4. Shri Sushen Kumar Biswas, Asstt. Supervisor

1.	<p>The audit team shall take up the DCA with visit of the Department headed by the Principal Secretary to the Government of West Bengal (including Asstt. Secretary) Information & Cultural Affairs Department (DDO: Assistant Secretary), Nabanna, 9th floor, 325, Sarat Chatterjee Road, Mandirtala, Shibpur, Howrah-711102 (erstwhile: Writers' Buildings, Block-I, 3rd Floor, Kolkata-700001) and other apex level offices.</p> <p>Accordingly, the team shall</p> <ol style="list-style-type: none">1. Prepare ADM for the DCA2. Prepare ADM for the Department which would be used in regular compliance audits during the year.3. Conduct pilot study/sampling and get the same approved through Report Wing.4. Prepare a detailed plan for the audit and get the same approved.5. Conduct the DCA in the selected units as per the Compliance Auditing Guidelines. The team shall conduct beneficiary survey during the audit process.6. To submit a midterm Report.7. Prepare and submit a draft Report.8. Assist Report Wing and attend discussions to finalise the DCA Report9. All other jobs as would be required in connection with the DCA.	<p>To commence the audit on 04.04.2022 to initially submit the report of sampling to Report Wing by 29.04.2022 and further proceed according to approved detailed audit plan as would be prepared on the basis of the sampling.</p>
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Attested


Sr. Audit Officer/AMG-II(C)

Sd/-


Deputy Accountant General/AMG-II