



75
Azadi Ka
Amrit Mahotsav

भारतीय लेखा परीक्षा और लेखा
विभाग कार्यालय महालेखाकार (लेखा तथा हकदारी) पंजाब एवं यू.टी. चंडीगढ़,

प्लाट नं. 20 सेक्टर 17 ई, चंडीगढ़-160017

दूरभाष 0172-2270174, 2702906 फेक्स 0172-2702286

ईमेल: aga@punjab.a.cag.gov.in

TIH/Tour Plan/2023-24/7

DATED: 30.11.2023

OFFICE ORDER

The competent authority has approved the tour programme for Treasury Inspection of 5 Treasuries (Patiala, Hoshiarpur, Ropar, Mansa, Nawanshahr), PAO Punjab Bhawan (New Delhi) and Director (T & A) (As per Annexure-A enclosed) for the quarter January 2024 to March 2024. All the members of the Treasury Inspection teams are hereby directed that:-

- In order to adhere to the tour plan the work of your respective seats in this office may be finished well before time as no request for change in the tour plan will be entertained.
- This year inspection is to be carried out through OIOS (One IAAD One system), in parallel to the physical inspection carried out previously. All the Record requisitions, Audit Enquiries, Inspection Memos/observations, and key documents must be issued/uploaded in OIOS also. The inspection report need to be submitted through OIOS as well as physical.
- The inspection team must dedicate adequate time for discussion of old outstanding inspection paras, and reply of all the outstanding paras must be obtained from the respective DTOs. All the more than 5-year-old paras must be got complied by the DTO concerned and maximum paras to be settled accordingly.
- The Audit Design Matrix (ADM) may be complied with. The requisite information may be filled in and furnished to TIH alongwith Draft Inspection Report within 5 working days of the completion of the Inspection. Beside this, a feedback report of OIOS should also be submitted to TIH section by the respective inspection team within 10 working days of the completion of the inspection.
- Before start of the tour, AAOs of the team must ensure to receive the dossier (alongwith ADM format) from the T.I.H. Section.
- The inspection officer will attend the entry/exit conference through E-Mode only (unless ordered specially to attend physically) and he/she will be in touch with the inspection party till the inspection is over and necessary communication with the inspection party may also be made through E-Mode, however the Inspection officer nominated for inspection of Dir. (T&A) will remain present physically during the period of inspection.
- All the key documents/data obtained (either soft or hard copies) during treasury inspection must be submitted to T.I.H. alongwith the Inspection Report after reporting back to HQs.

Encl: Annexure-A

--sd--

DAG (A/Cs and VLC)

Endst. No. TIH /Tour Plan/2023-24/615-619

dated 30.11.2023

Copy to:-

- i) Secretary to P.A.G. for information.
- ii) P.A. to DAG (A/Cs and VLC), DAG (Admn.) and DAG (Pension).
- iii) All the try. inspection team members as per Annexure-A.
- iv) Deputy Director (Inspection), O/o Director (T&A), Deptt. Of Finance, Govt. of Punjab, Vitt-te-Yojana Bhawan, Sector-33 Chandigarh for information and necessary action.
- v) Sr. A.O. (IT Support Cell, TM/Book Section, Loan, A/C Current section, Admn.I) for information please.


Sr. Accounts Officer (TIH)

QUARTERLY (Jan/24 to March/24) TOUR PLAN FOR TREASURY INSPECTION

Sr. No	District Treasury (Including All Sub treasuries)	Period of Inspection of DTO	Number of Sub treasuries	Dates of Inspection	No. of working days allotted for inspection	Transit		Names of Inspection Members (Sh./Smt.)	Name of Inspection Officer (Sh./Smt.)
						From Chd	To Chd		
1	Patiala	01/04/2022 to 31/03/2023	5	08/01/2024 to 24/01/2024	12	No transit		Karan Singh, AAO Atish Kumar, AAO Sudheer, DEO	Sanjeev Thakur, Sr. A.O.
2	Hoshiarpur	01/04/2022 to 31/03/2023	6	08/01/2024 to 24/01/2024	12	07-01-2024	25-01-2024	Rabinder Singh, AAO Sunil Kumar, AAO Ravikant Sharma, Sr. Acctt.	Shampa Dass, Sr. A.O.
3	Ropar	01/04/2022 to 31/03/2023	4	29/01/2024 to 09/02/2024	10	No transit		Manmohit Sharma, AAO Prashant Arui, AAO Manjit, AAO (Adhoc)	Sanjeev Thakur, Sr. A.O.
4	Manasa	01/04/2022 to 31/03/2023	3	29/01/2024 to 09/02/2024	10	28-01-2024	10-02-2024	Manish Kumar, AAO Hemant, AAO Naresh Kumar, DEO	Shampa Dass, Sr. A.O.
5	Nawanshahr	01/04/2022 to 31/03/2023	2	12/02/2024 to 21/02/2024	8	No transit		Armit Poonia, AAO Harpreet Singh, AAO Gangandeev Singla, AAO (Adhoc)	Sanjeev Thakur, Sr. A.O.
6	PAO Punjab Bhawan (New Delhi)	01/04/2022 to 31/03/2023	Nil	12/02/2024 to 15/02/2024	4	11-02-2024	16-02-2024	Akash Shushan, AAO Amit Joon, Acctt.	Shampa Dass, Sr. A.O.
7	Director (T&A)	01/04/2022 to 31/03/2023	Nil	04/03/2024 to 08/03/2024	5	No transit		Devendra Singh, AAO Sunil Kumar, AAO Ashok Kumar, Acctt.	Sanjeev Thakur, Sr. A.O.

Sr. Accounts Officer (TIH)

--sd--

DAG (A/Cs and VLC)