(1-3)

Date: 02.05.24

Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No.-2.09

Revised Tour Programme

Sector : AMG-III

Quarter: 1 Party No.- 1 Team Members:-

Sl No.	Name of party member(Shri)	Designation	Remarks
1	Sanjeev Kumar No-4	Sr AO	
2	Sanjay Kumar No-4	AAO	
3	Ajit Kumar	AAO	
4	Mritunjay Thakur	Sr. Adr	2
5	Deepak Kumar Srivastava	Asst. Supervisor	Upto 07.05.24

Supervising Officer: Sanjeev Kumar-4, Sr.AO

SI. No	Name of the audit entity	Risk Cat. Last Au		Last Audit Conducted peri		No. of working days	Rema rks
(1)	(0)			From	То		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(1)
	Attached to AMG-III Desk Review a	Hqr for prep nd allied wo	paration of orks	10.04.24	12.04.24	2	
1	Bihar Public Service Commission, BPSC Patna	М	Mar-21	15.04.24	15.04.24	1	Defer red
2	The Chairman, Kendriya Chayan Parshad (Sipahi Bharti), Patna	L	Apr-19	22.04.24	07.05.24	10	Revis ed
		Transit	to Bhagalpur	on 08.05.24			
3	Sub Division Office Bhagalpur	Low	Nov-13	09.05.24	18.05.24	8	
		Transi	t to Katihar o	n 19.05.24			
4	Commandant BMP-07 Katihar	High	Oct-21	20.05.24	31.05.24	10	
	Transit to	o Patna on O	1.06.24 & att	tached to ho	r on 02.06.2	4	
5	Bihar Public Service Commission, BPSC	м.	Mar-21	03.06.24	14.06.24	10	
	Patna	and the same of the same of	11/4/	.1 150			
-	SP Office, Nalanda		ansit to Nalar				
6	or Office, Natarida	High	Mar-22	15.06.24	29.06.24	11	
		Evening t	transit to Patr	na on 29.06.	24		

Note:- 1. 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 and Inspection Bungalows Messes etc.)

(Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012).

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditee units.

Instruction:-

The audit team shall follow the following instructions:-

1. The audit team shall examine the issue raised in paper clipping. DC &AC Bill received through hors office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.

2. The audit team shall also examine the instructions issued via Branch Order No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.

3. The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office Branch Order No-AMG-III(Hqrs.)/Instr. Issued to parties/Reminder/2023-24 dated 01.05.2023.

4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.

5. Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).

6. The audit team will prepare Audit Design Matrix(ADM) pertaining to District Commandant Offices and the same will be attached in the OIOS portal as an attachment.

7. The audit team members will perform audit work on OIOS Portal.

8. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.

9. Audit Team shall also submit information in 18 proforma including name of each DDO under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.

10. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.

11. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sd/-Sr.Dy.Accountant General (AMG-III)

Copy to: -

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No. 195

Date: 30.04.24

Revised Tour Programme

Sector: AMG-III

Quarter: 1 Party No.- 2

Team Members:-

Sl No.	Name of party member	Designation	Remarks
1	Ramendra Kishore	Sr.AO	
2	Alok Kamal Karna	AAO	Wef 30.04.24
3	Arbind Kumar No-2	AAO	Upto 29.04.24
4	Bikesh Sharma	AAO	Upto 29.04.24
5	Rakesh Nandan	AAO	
6	Anuj Kumar Singh	Sr. Adr	

Supervising Officer: - Shri Ramendra Kishore, Sr.AO

Sl. No	Name of the audit entity	Risk Cat.	Last Audit	Audit to be conducted during the period		No. of worki ng	Remarks
				From	То	days	(0)
(1)	(2)	(3)	(4)	(5),	(6)	(7)	(8)
	Attached to AMG-III Desk Review a			10.04.24	12.04.24	2	
1	Bihar Technical Service Commission (BTSC), Patna	L	Jun-2019	15.04.24	29.04.24	8	
	Attached to Hqr on 30.04.24 & 01.05.24 for preparation of Desk review and allied works. Morning Transit to Gaya on 02.05.24						
2	SSP Office, Gaya	High	Oct-22	02.05.24	14.05.24	11	Revised
	N	forning Tran	sit to Sheikh	pura on 15.0	5.24		
3	District Public Relation Officer Sheikhpura	Low	Last Audit	15.05.24	25.05.24	8	
		Transit to	o Madhepura	on 26.05.24			
4	District & Session Judge, Madhepura	Low	Mar-16	27.05.24	04.06.24	8	
5	District Public Relation Officer Madhepura	Low	Last Audit	05.06.24	13.06.24	8	• ,
6	SP Office Madhepura	Mediu m	Mar-16	14.06.24	27.06.24	10	
		Trans	it to Patna on	28.06.24			

Note:- 1. 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 and Inspection Bungalows Messes etc.)

(Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012).

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditee units.

Instruction:-

The audit team shall follow the following instructions:-

- 1. The audit team shall examine the issue raised in paper clipping. DC &AC Bill received through hors office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.
- 2. The audit team shall also examine the instructions issued via Branch Order No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.
- 3. The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office **Branch Order No-AMG-III(Hqrs.)/Instr.** Issued to parties/Reminder/2023-24 dated **01.05.2023**.
- 4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.
- 5. Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).
- 6. The audit team members will perform audit work on OIOS Portal.
- 7. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.
- Audit Team shall also submit information in 18 proforma including name of each DDO
 under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.
- 9. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.
- 10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sr. Andit Officer (HQ)

Sd/-Sr.Dy.Accountant General (AMG-III)

Copy to: -

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

3. Sr. AO, Claim-II



Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No.-211

Date: 02.05.24

Revised Tour Programme

Sector: AMG-III

Quarter: 1 Party No.- 3 Team Members:-

Sl No.	Name of party member (Shri/Madam)	Designation	Remarks
1	Uday Nath Thakur	Sr. AO	
2	Santosh Kumar Choudhary	AAO	
3	Abhishek Ranjan	AAO	Upto 29.04.24
4	Sarfraz Azam	AAO	Training of RAE from 01.05.24 to 16.05.24
5	Sanket Bihari Prasad	AAO	Wef 02.05.24
6	Shafaq Nawab Khan	Sr.Ar	

Supervising Officer: Uday Nath Thakur, Sr. AO

	Tribing Officer. Oddy Hatif filar	(di, 51. 70								
SI.	Name of the audit entity	Risk		7. 2. 10. 17. 17.	t to be during the	No. of worki				
No		Cat.	Last Audit		riod		Remarks			
NO	-			To	ng					
(1)	(2)	(0)	(4)	From		days	(0)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)			
	Attached to AMG-III Hqr f		ion of Desk	10.04.24	12.04.24	2	at y			
	Review and all	ied works		10.01.21	12.01.24	2				
				and the state of t		Marcon Co.				
	Bihar Police Subordinate	L	Apr-22	15.04.24	29.04.24	. 8				
1	Service Commission,					2.7				
	Patna		-				49, 1, 1			
	Attached to Hgr on 30.04.24	and 01.05	.24 for prepa	ration of De	sk review a	nd allied	works.			
			t to Tekari, G			iii uiiivu	···OIII.			
	Sub Division Office,		,	02.05.24	10.05.24	8				
2	Tekari, Gaya	Low	NA	02.00.2	10.05.21	0	Revised			
	Evening Transit to Patna on		attached to H	ar on 11.05	24 and Tran	cit to Sah	orea on			
	Evening Transit to Tatha on	10.05.24,	12.05.24	qr on 11.05.	24 and Han	sit to Sail	arsa on			
-	District & Session Judge		12.03.24	13.05.24	21.05.24	8				
3	Saharsa	Low	Aug-17	13.03.24	21.03.24	0				
_		11.00.00								
	Me	orning Tra	nsit to Madhu	ıbani 22.05.	24					
	Sub Division Office			22.05.24	31.05.24	8				
4	Madhubani	Low	Dec-15							
	SP Office			01.06.24	12.06.24	10				
5	Madhubani	High	May-22				100000			
	Morning Transit to Sheohar on 13.06.24									
	District Public Relation		Last	13.06.24	24.06.24	8				
6	Officer Sheohar	Low	Audit		•					
-	Evening transit to Patna on 24.06.24									
		evening tra	insit to Patna	on 24.06.24						

Note:- 1. 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



Messes etc.) {Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June 2012}.

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditee units.

Instruction:-

The audit team shall follow the following instructions:-

- 1. The audit team shall examine the issue raised in paper clipping, DC &AC Bill received through hors office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.
- 2. The audit team shall also examine the instructions issued via Branch Order No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.
- 3. The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office Branch Order No-AMG-III(Hqrs.)/Instr. Issued to parties/Reminder/2023-24 dated 01.05.2023.
- 4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.
- 5. Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).
- 6. The audit team members will perform audit work on OIOS Portal.
- 7. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for
- 8. Audit Team shall also submit information in 18 proforma including name of each DDO under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.
- 9. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.

10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sd/-Sr.Dy.Accountant General (AMG-III)

Copy to: -

I. Secretary to PAG (Audit), Patna 2. Secretary to SR. DAG, AMG-III



Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No.

Date: 10.05.24

Revised Tour Programme

Sector: AMG-III

Quarter: 1 Party No- 4

Team Members:-

SI No.	Name of Party member	Designation	Remarks
1	Sujeet Kumar No-3	Sr AO	
2	Pravin Kumar-I	AAO	Wef 30.04.24 (on leave from 30.04.24 to 17.05.24)
3	*Bikesh Sharma	AAO	Wef 30.04.24
4	Md. Naushad	AAO	Upto 29.04.24
5	Vijay Kumar Shrivastava	AAO	Upto 29.04.24
6	Nitesh Kumar	AAO	
7	Nripendra Kumar	Sr.Ar	

Supervising Officer: - Shri Sujeet Kumar-3, Sr. AO

Name of the audit entity	Risk Cat.	Last Audit	conducted per	during the	No. of worki ng	Remarks
					days	
		- '	(5)	(6)	(7)	(8)
			10.04.24	12.04.24	2	
Special Vigilance Unit, Daroga Rai Path, Patna	L	Sep-16	15.04.24	29.04.24	8	
	Transit	to Khagaria o	n 30.04.24			
District & Session Judge Khagaria	Low	Oct-16	01.05.24	14.05.24	10	Revised
District Nazarat Khagaria	Low	Feb-21	15.05.24	25.05.24	8	•
\cdot T	ransit to Da	lsingsarai Sar	nastipur on	26.05.24		
Sub Division Office Dalsingsarai, Samastipur	Low	Feb-16	27.05.24	04.06.24	8	-
M	lorning Tran	isit to Samast	ipur on 05.0	6.24		,
District Nazarat Samastipur	Mediu m	Mar-22	05.06.24	15.06.24	. 10	
Evening transit to Patna of	on 15.06.24, transit to	attached to h Muzaffarpur	qr on 16.06. on 18.06.24	24 and 17.06	5.24 & M	orning
Commandant BMP-06 Muzaffarpur	High	Sep-21	18.06.24	29.06.24	10	
	(2) Attached to AMG-III Desk Review a Special Vigilance Unit, Daroga Rai Path, Patna District & Session Judge Khagaria District Nazarat Khagaria T Sub Division Office Dalsingsarai, Samastipur District Nazarat Samastipur Vening transit to Patna of Commandant BMP-06	(2) (3) Attached to AMG-III Hqr for pre Desk Review and allied we Special Vigilance Unit, Daroga Rai Path, Patna Transit District & Session Judge Khagaria District Nazarat Khagaria Low Transit to Da Sub Division Office Dalsingsarai, Samastipur Low Morning Tran District Nazarat Mediu Samastipur Mediu Samastipur Evening transit to Patna on 15.06.24, transit to Commandant BMP-06	(2) (3) (4) Attached to AMG-III Hqr for preparation of Desk Review and allied works Special Vigilance Unit, Daroga Rai Path, Patna Transit to Khagaria of District & Session Judge Khagaria District Nazarat Khagaria Low Feb-21 Transit to Dalsingsarai Sar Sub Division Office Dalsingsarai, Samastipur Low Feb-16 Morning Transit to Samast District Nazarat Mediu Samastipur Mar-22 Vening transit to Patna on 15.06.24, attached to h transit to Muzaffarpur Commandant BMP-06	Name of the audit entity (2) (3) (4) (5) Attached to AMG-III Hqr for preparation of Desk Review and allied works Special Vigilance Unit, Daroga Rai Path, Patna Transit to Khagaria on 30.04.24 District & Session Judge Khagaria District Nazarat Khagaria Low Feb-21 Transit to Dalsingsarai Samastipur on Sub Division Office Dalsingsarai, Samastipur Low Feb-16 Morning Transit to Samastipur on 05.06 District Nazarat Samastipur Mediu Samastipur Mar-22 Vening transit to Patna on 15.06.24, attached to hqr on 16.06. transit to Muzaffarpur on 18.06.24 Commandant BMP-06	entity Risk Cat. Last Audit period From To (2) (3) (4) (5) (6) Attached to AMG-III Hqr for preparation of Desk Review and allied works Special Vigilance Unit, Daroga Rai Path, Patna Transit to Khagaria on 30.04.24 District & Session Judge Khagaria District Nazarat Khagaria Low Feb-21 Transit to Dalsingsarai Samastipur on 26.05.24 Sub Division Office Dalsingsarai, Samastipur Morning Transit to Samastipur on 05.06.24 District Nazarat Mediu Samastipur Morning Transit to Samastipur on 15.06.24, attached to hqr on 16.06.24 and 17.06 transit to Muzaffarpur on 18.06.24 Commandant BMP-06	Name of the audit entity Risk Cat. Last Audit Prom To days (2) (3) (4) (5) (6) (7) Attached to AMG-III Hqr for preparation of Desk Review and allied works Special Vigilance Unit, Daroga Rai Path, Patna Transit to Khagaria on 30.04.24 District & Session Judge Khagaria Low Oct-16 01.05.24 14.05.24 10 District Nazarat Khagaria Low Feb-21 15.05.24 25.05.24 8 Transit to Dalsingsarai Samastipur on 26.05.24 Sub Division Office Dalsingsarai, Samastipur Low Feb-16 Morning Transit to Samastipur on 05.06.24 District Nazarat Samastipur Moring Transit to Samastipur on 05.06.24 District Nazarat Sub Division Office Dalsingsarai, Samastipur Morning Transit to Samastipur on 05.06.24 District Nazarat Sub Division Office Dalsingsarai, Samastipur Morning Transit to Samastipur on 05.06.24 District Nazarat Sub Division Office Dalsingsarai, Samastipur Morning Transit to Samastipur on 05.06.24 District Nazarat Sub Division Office Dalsingsarai, Samastipur Norming Transit to Samastipur on 05.06.24 District Nazarat Sub Division Office Dalsingsarai, Samastipur Norming Transit to Samastipur on 15.06.24 attached to hqr on 16.06.24 and 17.06.24 & M transit to Muzaffarpur on 18.06.24

Note - 1. 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

{Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012}, 2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take arrest to Head Quarter. Km from Head Quarter, shall take evening transit on the day preceding the holiday to join their Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective audites units

* Shri Bikesh Sharma, AAO, has been temporarily assigned to this party effective from April 30, 2024 [mg/l] of April 30, 2024, until the return of Shri Pravin Kumar-1, AAO, from leave.

Instruction:-

The audit team shall follow the following instructions:-

- The audit team shall examine the issue raised in paper clipping, DC &AC Bill received through hars office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.
- 2. The audit team shall also examine the instructions issued via Branch Order No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.
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- Group officer at the close of quarterly programmed in the 3rd Quarterly meeting.

 10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting.

Sd/-Sr. Audit Officer (HQ)

Sr.Dy.Accountant General Sd/. (AMG-III)

Copy to: -

- 1. Secretary to PAG (Audit), Patna
- 2. Secretary to SR. DAG, AMG-III
- 3. Sr. AO, Claim-II
- 4. Concerned party

Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No. 167

Date: 26.04.24

Revised Tour Programme

Sector: AMG-III

Quarter: 1 Party No- 5

Team Members:-

SI No.	Name of Party member	Designation	Remarks
1	Md.Osaid Anwar	Sr.AO	
2	Abdul Rashid Ansari	AAO	
3	Sanjay Kumar Kushwaha	AAO	
4	Sanket Bihari Prasad	AAO	Upto 29.04.24°
5	Maninder Kumar Singh	Ar.	Upto 29.04.24
6	Arbind Kumar	Sr. Adr	Wef 30.04.24

Supervising Officer: - Md.Osaid Anwar, Sr.AO

Sl. No	Name of the audit entity	Risk Cat.	Last Audit	Audit to be conducted during the period		No. of worki ng days	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	Attached to AMG-III Desk Review a			10.04.24	12.04.24	2	
	Directorate of Civil						
1	Defence, Patna	L	Nov-20	15.04.24	29.04.24	. 8	
		Transit to	Kishanganj	on 30.04.24			
2	District & Session Court Kishanganj	Low	ow Oct-16		09.05.24	8	
3	District Nazarat Kishanganj	Low	Jun-17	10.05.24	20.05.24	8	
4	Sub Division Office Kishanganj	Low	Nov-17	21.05.24	30.05.24	8	E .
		Transit	to Sitamarhi o	on 31.05.24			
5	District Public Relation Officer Sitamarhi	Low	Last Audit	01.06.24	10.06.24	8	
		zaffarpur on	11.06.24				
6	Sub Division Office Eastern Muzaffarpur Muzaffarpur	Low	Mar-22	11.06.24	20.06.24	8	
		Evening to	ransit to Patna	a on 20.06.2	4		

Note:- 1. 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 and Inspection Bungalows Messes etc.)

{Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012}.



2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditec units.

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- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.
- Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).
- 6. The audit team members will perform audit work on OIOS Portal.
- 7. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.
- 8. Audit Team shall also submit information in 18 proforma including name of each DDO under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.
- 9. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.
- 10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sr. Audit Officer (HQ)

Copy to: -

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

3. Sr. AO, Claim-II 4. Concerned party Sd/-Sr.Dy.Accountant General (AMG-III)



Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No. 156

Date: 26.04.24

Tour Programme

Sector: AMG-III

Quarter: 1 Party No- 6

Team Members:-

Sl No.	Name of party member	Designation	Remarks
1	Sujeet Kumar-I	Sr.AO	
2	Avinash Kumar Sinha	AAO	
3	Vijay Kumar Shrivastava	AAO	Wef 30.04.24
4	Pravin Kumar-I	AAO	Upto 29.04.24
5	Birendra Goswami	Sr. Adr	Wef 18.04.24
6	Munnu Kumar	AAO	Upto 29.04.24
7	Prince Alok	Sr. Adr	Upto 17.04.24

Supervising Officer: - Sujeet Kumar-I, Sr.AO

Pick Lost conducted during the of	Taper	vising officer. Suject Rumar-1, E			Aud	it to be	No.				
Columbia Columbia	SI.	Name of the audit entity	W. W. C. C.		conducte	d during the	of work	Remarks			
Attached to AMG-III Hqr for preparation of Desk Review and allied works Morning Transit to Arwal on 12.01.24 2	NO		Cat.	Audit	From	то	days				
Attached to AMG-III Hqr for preparation of Desk Review and allied works	(1)	(2)		(/	(5)	(6)	(7)	(8)			
Bihar SSC, Patna		Review and allied work			12.04.24	2					
Transit to Jamui on 30.04.24 2 District & Session Judge, Jamui SP Office, Jamui Hig Oct- 10.05.24 22.05.24 10 Transit to Supaul on 23.05.24 4 District Public Relation Officer, Supaul Supaul District Nazarat, Supaul Mar- 03.06.24 11.06.24 8 Low 17 Morning transit to Birpur, Supaul on 12.06.24 Sub Division Office Birpur Supaul Low 14		Morning Tran	sit to A	rwal on 1	2.01.24						
Transit to Jamui on 30.04.24 2	1		L			29.04.24	8				
District & Session stages, Low 16			sit to Ja	mui on 30.	.04.24						
Jamui	2	District & Session Judge,		Mar-	01.05.24	09.05.24	8				
Transit to Supaul on 23.05.24 District Public Relation Officer, Supaul Low Audit Supaul Mar- 03.06.24 11.06.24 8 Low 17 Morning transit to Birpur, Supaul on 12.06.24 8 Supaul Supaul Low 14 Supaul Supaul Supaul Sep- 12.06.24 21.06.24 8 Supaul Supaul Supaul Supaul Sep- 12.06.24 8 Supaul Supaul Supaul Sep- 12.06.24 8 Supaul Supaul Supaul Sep- 12.06.24 8 Supaul Sup	-		Low	16							
Transit to Supaul on 23.05.24	3	SP Office, Jamui	Hig	Oct-	10.05.24	22.05.24	10				
District Public Relation Officer, Supaul Low Audit Supaul Low Audit Supaul Low Audit Supaul Low Low 17 Supaul Supaul			h	21							
Supaul Low Audit	-	Tran	sit to Su	paul on 23	.05.24						
5 District Nazarat, Supaul Mar- 03.06.24 11.06.24 8 Low 17 Morning transit to Birpur, Supaul on 12.06.24 6 Sub Division Office Birpur Supaul Low 14 Low 14	4	District Public Relation Officer,		Last	24.05.24	01.06.24	. 8				
Low 17		Supaul	Low	Audit							
Morning transit to Birpur, Supaul on 12.06.24	5	District Nazarat, Supaul		Mar-	03.06.24	11.06.24	8				
6 Sub Division Office Birpur Supaul Sep- 12.06.24 21.06.24 8 Low 14				1,000				,			
Supaul Low 14		Morning transit to Birpur, Supaul on 12.06.24									
LOW 14	6			Sep-	12.06.24	21.06.24	8				
Transit to Patna on 22.06.24			10.00		4		1				
		Trai	sit to Pa	tna on 22.	06.24			,			

Note:- 1. 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 and Inspection Bungalows Messes etc.)

{Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012}.

(1)

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditee units.

Instruction:-

The audit team shall follow the following instructions:-

- 1. The audit team shall examine the issue raised in paper clipping, DC &AC Bill received through hors office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.
- The audit team shall also examine the instructions issued via Branch Order No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.
- The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office Branch Order No-AMG-III(Hqrs.)/Instr. Issued to parties/Reminder/2023-24 dated 01.05.2023.
- 4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.
- Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).
- 6. The audit team members will perform audit work on OIOS Portal.
- 7. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.
- 8. Audit Team shall also submit information in 18 proforma including name of each DDO under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.
- 9. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.

10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter.

Sr. Andit Officer (HQ)

Copy to: -

Sd/-Sr.Dy.Accountant General (AMG-III)

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

3. Sr. AO, Claim-II

Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No.~22-7

Date: 07.05.24

Revised Tour Programme

Sector: AMG-III
Quarter: 1

Party No-7 Team Members:

Name of party member(Shri)	Designation	Remarks
Amar Nath Kumar	Sr.AO	
Md. Naushad	AAO	Wef 30.04.24
Santosh Kumar Singh	AAO	Upto 09.05.24
Ashish Kumar Sinha	AAO	Upto 09.05.24
Shrawan Kumar	Sr Adr .	
Ritesh Ranjan	Sr. Adr	

Supervising Officer: - Shri Amar Nath Kumar, Sr.AO

SL No	Name of the audit entity	Risk Cat.	Last Audit	conducted per	t to be during the riod	ng	Remarks
	(2)			From	То	days	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	Attached to AMG-III Desk Review a			10.04.24	12.04.24	2	
	1G Prison &		N4 21	15.04.24	09.05.24	15	
1	Correctional Services Patna	M	May-21			,	Revised
	Т	ransit to Ba	nmankhi, Pur		5.24		
	Sub Division Office		Last	11.05.24	21.05.24	8	
2	Banmankhi Purnea	Low	Audit				
	,	Morning	transit to Puri	nea 22.05.24	1		
3	District Nazarat Purnea	Low	Nov-17	22.05.24	31.05.24	8	
Γ	ransit to Patna on 01.06.2	24 & attache	d to har on 02 on 03.06.24	1	ning transit	to Saran	Chhapra
4	SP Office Saran Chhapra	High	Sep-22	03.06.24	13.06.24	10	
5	District Nazarat Saran Chhapra	Mediu	N4 22	14.06.24	27.06.24	10	,
	Cutan Cinapia	m	Mar-22	27.06.2			
		Evening tr	ansit to Patna	on 27.06.2	4	•	

Note:- 1. 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 and Inspection Bungalows Messes etc.)

{Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012}.

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditee units.

Instruction:-

The audit team shall follow the following instructions:-

- The audit team shall examine the issue raised in paper clipping, DC &AC Bill received through hors office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.
- 2. The audit team shall also examine the instructions issued via Branch Order No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.
- 3. The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office **Branch Order No-AMG-III**(Hqrs.)/Instr. Issued to parties/Reminder/2023-24 dated **01.05.2023**.
- 4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.
- 5. Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).
- 6. The audit team members will perform audit work on OIOS Portal.
- 7. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.
- Audit Team shall also submit information in 18 proforma including name of each DDO
 under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.
- 9. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.

10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sr. Annit Officer (HQ)

Sd/-Sr.Dy.Accountant General (AMG-III)

Copy to: -

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

3. Sr. AO, Claim-II

Concerned party

Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. NoZY 2

Date: 09.05.24

Revised Tour Programme

Sector: AMG-III

Quarter: 1 Party No-8

Team Members:-

Sl No.	Name of party member(Shri)	Designation	Remarks
1	Amitabh Kumar	Sr. AO	J
2	Naveen Bharti	AAO	
3	Lalit Shankar Mishra	Supervisor	
4	Vikas Kumar	Ar.	

Supervising Officer: - Shri Amitabh Kumar, Sr.AO

Sl. No	Name of the audit entity	Risk Cat.	Last Audit	conducted	to be during the fod To	No. of worki ng days	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	Attached to AMG-III Hqr for preparation of Desk Review and allied works 19.04.24 1 19.04.24						
1	Cabinet Secretariat (HQ) Old Sectt. Patna	L	Dec, 22	22.04.24	08.05.24	11	
2	Bihar Legislative Council, Patna	L	Nov-22	09.05.24	21.05.24	08	

Note:- 1. 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 and Inspection Bungalows Messes etc.)

{Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012}.

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to their respective auditee units.

Instruction:-

The audit team shall follow the following instructions:-

1. The audit team shall examine the issue raised in paper clipping, DC &AC Bill received through hors office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.

2. The audit team shall also examine the instructions issued via **Branch Order** No-AMG-III(HQRS)/Instr. issued to field audit party/62/22-23/Tr. 1300 dated 19.01.2023 in respect of theme related to "temporary advance" and audit entities of Revenue and Land Reforms Department.

3. The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office Branch Order No-AMG-III(Hqrs.)/Instr. Issued to parties/Reminder/2023-24 dated 01.05.2023.

4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.

5. The audit team will prepare Audit Design Matrix(ADM) pertaining to Cabinet Secretariat Department.

6. Desk review should be submitted before proceeding for compliance audit/FABA and duly discussed with Group Officer (AMG-III).

7. The audit team members will perform audit work on OIOS Portal.

8. The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.

9. Audit Team shall also submit information in 18 proforma including name of each DDO under the respective Department, Budget details, Bank/PLA/PD details (Active & inactive) in respect of all DDOs and Department.

10. All the SAOs of their respective field parties are hereby instructed to ensure submission of one proposed draft para by each party and at least three Part-II (A) paras (at least one para by each SAO and AAO) in each quarter. Besides, AAO (Ad-hoc)/ Auditor/Sr. Auditor/Assistant Supervisor shall also contribute at least one Part-IIB para. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.

11. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sr. Addit Officer (HQ)

Sd/-Sr.Dy.Accountant General (AMG-III)

Copy to: -

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

3. Sr. AO, Claim-II

Letter No. AMG-III (HQ)/Tour Programme/2024-25/Tr. No. 158

Date: 26.04.24

Tour Programme

Sector: AMG-III

Quarter: 1 Party No-9 Team Members:

Sl No.	Name of party member(Shri)	Designation	Remarks
1	Sujeet Kumar No-2	Sr. AO	
2	Rakesh Kumar	AAO .	
3	Md Masroor Alam	AAO .	
4	Abhishek Kumar	AAO	Upto 09.05.24
5	Upendra Kumar-3	Asstt. Sup	0

Supervising Officer: - Shri Sujeet Kumar No-2, Sr.AO

Sl. No	Name of the audit entity	Risk Cat.	Last Audit	Audit conducted per	during the	No. of worki ng days	. Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
(1)	Attached to AMG-III Desk Review a	Hqr for prej	paration of	18.04.24	19.04.24	2	
1	Additional Chief Secretary, (Special Branch), Home Department, Patna	Н	Dec-22	22.04.24	09.05.24	12	
	Tuna	Transi	t to Purnea or			,	
3	Sub Division Office Purnea	Low	Mar-13	11.05.24	21.05.24	8	
2	District & Session Judge Purnea	Low	·Jun-17	22.05.24	31.05.24	8	
	Transit to Patna on 01.06.	24& attach	ed to Hqr on 03.06.24			t to Dark	ohanga on
4	District Public Relation Officer		Last	03.06.24	11.06.24	8	,
'	Darbhanga	Low	Audit				
	M	orning Tran	sit to Muzaf	farpur on 12			
5	District Nazarat Muzaffarpur	Mediu m	Feb-22	12.06.24	25.06.24	10	•
		Evening 1	transit to Patr	na on 25.06.	24 .		

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58

2.In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from V Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respecti their respective auditee units.



Instruction:-

The audit team shall follow the following instructions:-

1. The audit team shall examine the issue raised in paper clipping. DC &AC Bill received through hqrs office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.

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3. The audit team will ensure updation/uploading of the information about IT systems of Audited Entities on the OIOS toolkit as per this office Branch Order No-AMG-III(Hqrs.)/Instr. Issued to parties/Reminder/2023-24 dated 01.05.2023.

4. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.

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- 6. The audit team members will perform audit work on OIOS Portal.
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10. Lastly, the team shall strictly comply with the directions issued in the 3rd Quarterly meeting, the copy of which may be had from Head quarter Section.

Sr. Andit Officer (HQ)

Sd/-Sr.Dy.Accountant General (AMG-III)

Copy to: -

1. Secretary to PAG (Audit), Patna

2. Secretary to SR. DAG, AMG-III

3. Sr. AO, Claim-II