

**Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, Beerchand Patel Marg, Bihar,  
Patna-800001**

**Tour Program for PA on "Efficacy of implementation of 74<sup>th</sup> Constitutional Amendment  
Act in Urban Local Government in Bihar" for the period 2019-20 to 2023-24**

**Party No – PA/03 (AMG-I)**

Name of Party members –

1. Shri Ajay Kumar No. 02, Sr. AO
2. Shri Atul Kumar, AAO
3. Shri Sudhir Kumar No. 04, AAO
4. Shri Jitendra Kumar No. 05, AAO

Sl. No.	Name of the audit entity	Duration of Program		Number of working days	Remarks
		From	To		
Transit to Muzaffarpur- 20.08.2024 (Morning)					
1.	O/o the MC, Nagar Nigam Muzaffarpur	20.08.2024	03.09.2024	12	Sun- 25/08, 01/09 Holiday-26/08
Transit to Shahebganj- 04.09.2024 (Morning)					
2.	O/o the EO, Nagar Parishad Shahebganj (Muzaffarpur)	04.09.2024	14.09.2024	10	Sun-08/09
Transit to Patna- 14.09.2024 (Evening)					
Transit to Areraj- 17.09.2024 (Morning)					
3.	O/o the EO, Nagar Panchayat Areraj (East Champaran)	17.09.2024	25.09.2024	08	Sun-22/09
Transit to Mohaniya- 26.09.2024					
4.	O/o the EO, Nagar Panchayat Mohaniya (Kaimur)	27.09.2024	07.10.2024	08	Sun- 29/09, 06/10 Holiday-02/10
Transit to Navinagar, Aurangabad- 08.10.2024 (Morning)					
5.	O/o.the EO, Nagar Panchayat Navinagar (Aurangabad)	08.10.2024	19.10.2024	08	Transit to Patna- 10.10.2024 Attached to H.O, Patna- 11.10.2024 Transit to Navinagar- 13.10.2024
Transit to Patna- 20.10.2024					
Attached to H.O, Patna on 21.10.2024 for midterm review.					
Transit to Islampur- 22.10.2024 (Morning)					
6.	O/o the EO, Nagar Parishad Islampur (Nalanda)	22.10.2024	02.11.2024	10	Sun-27/10 Holiday-31/10
Transit to Simri Bakhtiyarpur- 03.11.2024					
7.	O/o the EO, Nagar Parishad Simri Bakhtiyarpur (Saharsa)	04.11.2024	18.11.2024	10	Sun-.17/11 Transit to Patna- 07.11.2024 Transit to Simri Bakhtiyarpur- 10.11.2024
Transit to Patna- 19.11.2024					

Attached to Headquarter- 20.11.2024

**Instructions:**

1. The joint physical verification should be done by the audit team and the final report on physical verification along with concerned photographs should be submitted with the concerned Draft Reports.
2. The audit team is directed to conduct performance audit on OIOS platform mandatorily as per headquarter instructions.
3. The audit team should follow and adhere the Key Result Area as circulated vide wing order no. 21 dated 07.06.2023.
4. The audit team should comply the O.O. No. Misc/TA/CA-529 dated 01.03.2023 regarding stay at Hotel & TA claims i.e. inform the details of hotel name, address, room no. & contact nos. to AMG-I headquarter section.
5. The Audit team is directed to submit compliance report of complaint cases/media reports (press clippings) handed over to the team or shown at 'Items for Verification' flag at right side ribbon of OIOS, if any, to the headquarter section (AMG-I) separately.
6. Field team is directed to come on Headquarter on every weekend from place of auditee units at a distance of less than 150 km from Hqr (not applicable where boarding/lodging of Audit Team is in circuit house/ guest house/inspection bungalows, messes etc.) {Authority vide Hqr. Letter No. 3368/BRS/2012 dated 27<sup>th</sup> June 2012}.
7. The audit team should be ensured that sufficient and relevant KDs are attached with the observations and referencing of them done properly.
8. The audit team should collect outstanding old Irs from concerned vetting sections and submit review report after obtaining reply from the units.
9. No extension will be granted except in case of exigency/seriousness of work and without proper justification.

10. The audit team is directed to scrutiny the Cash Book with bank details of savings accounts/current accounts and PDA/PLA maintained by auditee unit. In this regard, the team will collect the certified bank statement from concerned banks.
11. The audit team should collect the information of all types of schemes with their allotment and expenditure pertaining to the last 3 years and submit the same to AMG-I (Hq).
12. The Audit team should submit 18 proforma as per Allahabad Model.
13. The Audit team will ensure updation/uploading of the information about IT Systems of audited entity on OIOS toolkits as per wing order Tr. No. 373 dated 24.07.2023.
14. The Audit team shall co-ordinate with Lead Team supervised by Shri Pramod Kumar Singh, Sr. AO for necessary guidance and instructions.

Sd/-  
Dy. Accountant General (AMG-I)  
Date:-14.08.2024

No. AMG-I, (Hqrs.)/2<sup>nd</sup> qtr TP/2024-25/ **TR NO: 805 to 810**  
Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (AMG-I) Sectt.
3. Sr. Audit Officer, Claim/AMS (Through e-mail)
4. Shri Pramod Kumar Singh, Sr. AO/Lead Team
5. Persons Concerned

*K. M. Singh*  
Sr. Audit Officer/AMG-I (Hq) 14/08/24