

Date: [REDACTED] 06.10.25

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Alok Kumar	Sr. AO	BHPTA 3030501
2	Chittranjan Kumar	AAO	BHPTL 3340132
3	Chandra Bhushan	AAO	BHPTA 2232043
3	Bablu Kumar No. 1	AAO	BHPTA 3031519
5	Rajiv Kumar IV	Asst. Supervisor	BHPTL3340229

Period of Supervision: 20.08.25 to 17.10.25

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
Transit from Patna to Bhagalpur on 19.08.25							
1	DEPUTY DIRECTOR (WELFARE), OFFICE OF THE DEPUTY DIRECTOR (WELFARE), BHAGALPUR (BGPSCW005)	Compliance Audit	C	Nov 12	20.08.25	28.08.25	08 working days (24/08-Sun)
Morning transit from Bhagalpur to Banka on 29.08.25							
2	DISTRICT WELFARE OFFICER, OFFICE OF THE DISTRICT WELFARE OFFICER, BANKA (BNKSCW001)	Compliance Audit	C	Oct 17	29.08.25	08.09.25	08 working days (31/08-Sun, 07/09-Sun; 05/09-Holiday)
Transit from Banka to Supaul on 09.09.25							
3	DISTRICT WELFARE OFFICER, OFFICE OF THE DISTRICT WELFARE OFFICER, SUPAUL (SPLSCW002)	Compliance Audit	B	Mar 14	10.09.25	20.09.25	10 working days (14/09-Sun)
Transit from Supaul to Saharsa on 21.09.25							
4	DEPUTY DIRECTOR (WELFARE), OFFICE OF THE DEPUTY DIRECTOR (WELFARE), KOSHI DIVISION, SAHARSA (SAHSCW001)	Compliance Audit	C	May 13	22.09.25	27.09.25	06 working days
Transit from Saharsa to Patna on 28.09.25 and attached to headquarter from 29.09.25 to 04.10.25							

Transit from Patna to Saharsa on 05.10.25							
5	DEPUTY DIRECTOR (WELFARE), OFFICE OF THE DEPUTY DIRECTOR (WELFARE), KOSHI DIVISION, SAHARSA (SAHSCW001)	Compliance Audit	C	May 13	06.10.25	07.10.25	02 working days
Transit from Saharsa to Saran on 08.10.25							
6	DEPUTY DIRECTOR (WELFARE), OFFICE OF THE DEPUTY DIRECTOR (WELFARE), SARAN DIVISION, CHHAPRA, SARAN (SRNSCW001)	Compliance Audit	C	Jan 13	09.10.25	17.10.25	08 working days (12/10- Sun)
Evening transit from Saran to Patna on 17.10.25							

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. *In case of two or more consecutive holidays (including Sundays), the field party, withing 150 km from Headquarter, shall take evening transit on the day preceding the holiday to report to Headquarter and shall further, avail morning transit on the day succeeding the holiday to join the respective auditee units.*

3. *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.*

4. *In case you are facing any issue in field visit please contact to Group Officer/Nodal office (OIOS)/Headquarters immediately.*

5. *Audit Team have to submit Desk Review within 2 days of commencement of Audit.*

6. *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.*

7. *The field party is to ensure to work on the LDP topics emailed to the Sr. AOs as per ADM provided as per the unit assigned.*

8. *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.*

Authority: Sr. Dy. AG/AMG-II dated 18.07.25 & dated 20.08.25

AMRENDRA VERMA

Sr. Audit Officer/ AMG-II (Hqrs.)

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

Sr. Audit Officer/ AMG-II (Hqrs.)