

Date: 31.07.2025

## Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Rajiv Kumar No.1	Sr. AO	BHPTA 3030598
2	Ratnesh Kumar Jha	AAO	BHPTA 3031516
3	Ranvijay Kumar	AAO	BHPTA 3031733
4	Kavish Chandra	AAO	BHPTA 2030475
5	Rajendra Kumar	Auditor	BHPTL 3340164

**Period of Supervision: 19.11.24 to 29.01.25**

**Note: Audit of the Entity taken from Last Audit**

[illegible]

5	DHS, Muzaffarpur	Compliance Audit	C	Oct 2017	11.01.25	23.01.25	<b>days (12/01, 19/01-Sun)</b>
6	ACMO, Muzaffarpur	Compliance Audit	C	June 2019	24.01.25	29.01.25	<b>05 working days (26/01- Sunday)</b>
<b>Evening transit from Muzaffarpur to Patna on 29.01.25</b>							

*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. Party is directed to provide findings as per the Audit Design Matrix(ADM) circulated and other instructions to Vetting.*

*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.*

*9. The PHC/CHC/RH would be sampled on the basis of OPD patients registered in the last one year and are to be sent to Headquarter section for approval and the list of approved sampled PHC/CHC/RH would be communicated to the CS-cum-CMO by the headquarter section. List of sampled units are to be sent to Headquarter within 02 days of commencement of audit.*

**Authority: Sr. Dy. AG/AMG-II dated 14.11.24 & dated 14.01.2025 & dated 23-07-2025**

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.)