

Name (Shri)	Designation
1. Jitendra Nr. Choudhary	Sr. AO
2. Chandra Bhushan	AAO
3. Amit Kumar no-03	AAO
4. Ambedkar Kr. Rajak	Sr Ar

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	E.I.C. Cum Spl. Secretary, PHED, Patna	H	March 2019	05.07.2021	20.07.2021	10+2	Sat-10/07 & 17/07 Sun- 11/07 & 18/07
2.	EE, P.H.E. Division (East), Patna	H	Feb 2016	22.07.2021	02.08.2021	10	Holiday:-21/07 Sun:- 25/07,01/08
Transit to Arwal:- 03.08.2021(Morning)							
3.	EE, P.H.E. Division, Arwal	L	Feb 2015	03.08.2021	11.08.2021	6+2	Sun:- 08/08
Transit to Lakhisarai:- 12.08.2021(Morning)							
4.	EE. P.H.E. Division Lakhisarai	M	Feb 2016	12.08.2021	18.08.2021	06	Holiday:-19/08 Sun:- 15/08& 22/08
Transit to Patna:-18.08.2021(Evening)							
Transit to Lakhisarai:-20.08.2021(Morning)							
	EE. P.H.E. Division Lakhisarai	M	Feb 2016	20.08.2021	24.08.2021	04	
Transit to Munger:-25.08.2021(Morning)							
5.	EE. P.H.E. Division, Munger	H	APRIL 2014	25.08.2021	28.08.2021	04	Sun:- 29/08 Holiday:-30/08
Transit to Patna:-28.08.2021(Evening)							
Transit to Munger:-31.08.2021(Morning)							
	EE. P.H.E. Division, Munger	H	April 2014	31.08.2021	06.09.2021	06	Sun- 05/09
Transit to Bhagalpur:- 07.09.2021(Morning)							
6.	EE. P.H.E. Division(East), Bhagalpur	H	Feb 2016	07.09.2021	17.09.2021	10	Sun:-12/09
Transit to Begusarai:- 18.09.2021(Morning)							
7.	EE. P.H.E. Division Begusarai	H	Oct 2017	18.09.2021	27.09.2021	08	Sun:-19/09 & 26/09 Holiday;- 28/09
Transit to Patna:- 27.09.2021(Evening)							
Transit to Begusarai:-29.09.2021(Morning)							
	EE. P.H.E. Division Begusarai	H	Oct 2017	29.09.2021	30.09.2021	02	
Transit to Patna:- 30.09.2021(Evening)							

Attached to headquarter-01.10.2021

Directions:-

- Teams to strictly follow the social distancing, guidelines issued by MHA, CAG office and this office and maintain personal hygiene.
- In case of holiday in State Government offices, field party will be attached to Headquarter.
- As per order of A.G. sir, no extension will be granted except in case of exigency/seriousness of work.

- Field party 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 27th June 2012}.
- The audit party is directed to intimate the details of hotel/accommodation i.e. Name of Hotel, Address, Room No and contact details ecto AMG-I (Hq) as soon as they will check in at hotel/accommodation.
- Any other issue may be seen by audit team with prior permission of Headquarter.
- The audit party is directed to perform their field duty viz issuance of memo and other related works etc. on OIOS platform positively.
- The audit party will collect the information of all types of schemes with their allotment and expenditure pertaining to the last 3 years during the audit of Secretariat/Directorate level/auditee units and will submit the same to AMG-I(Hq).
- IRs must be submitted within 07 days from the date of completion of audit alongwith its soft copy.
- Party will have to submit at least one PDP from each High Category unit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- The audit party 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 party will collect the certified bank statement from concerned banks.

Sd/-
Dy. Accountant General (AMG-I)

No. AMG-I.Sec. (Hqrs.)/TP 2nd qtr 2021-22/245-250

Date:02.07.2021

Copy to:-

1. Secretary to Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-I) Sectt.
4. Sr. Audit Officer, Claim.
5. Sr. A.O. AMS
6. Persons Concerned

Sr. Audit Officer/AMG-I (Hqr)