

S No	Name (Shri)	Designation
1	Anil Kumar Prasad	Sr. AO
2	Atul Kumar	AAO
3	Bablu Kumar	AAO
4	Rishi Kumar Gautam	AAO(A)

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. Additional Commissioner cum Secretary (DDO- Under Secretary (Accounts), RCD, Patna	H	June 2019 to till date	12.07.2021	28.07.2021	10+2	Sat-17/07, 24/07 Sun- 18/07, 25/07 Holiday-
2.	CE (Communication), North Bihar Wing, Patna	H	LA	29.07.2021	11.08.2021	10	Sat- 31/07, 07/08 Sun-01/08, 08/08
3	EE, Bridge Investigation Central Design Division, Patna	H	LA	12.08.2021	24.08.2021	10	Holiday- 21/08 Sun- 15/08, 22/08
4	EE, Flying Squad Division-I In front of NirmanBhawan, Patna	H	LA	25.08.2021	06.09.2021	10	Holiday- 30/08 Sun- 29/08, 05/09
5	EE, Road Division, New Capital Division, Patna	H	Jan 2018 to till date	07.09.2021	17.09.2021	10	Sun- 12/09
6	EE, Road Division, Patna City, Gulzarbagh	H	Oct 2019 to till date	18.09.2021	30.09.2021	10	Sun- 19/09, 26/09 Holiday- 28/09

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 27<sup>th</sup> June 2012 }.
- 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)**

*Copy to:-*

1. Secretary to Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Admn.) 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)**