

**Office of The Accountant General (Audit), Mahalekhakar Bhawan, R-Block,
Beer Chand Patel Marg, Bihar, Patna, 800001.**

Letter No. AMG-III (HQ)/Tour Programme/2022-23/Tr. No. **500**

Date: - 15.07.22

Tour Programme

Sector : AMG-III

Team Members:-

Sl No.	Name of party member	Designation	Remarks
1	Amarnath Kumar	Sr. AO	
2	Chandan Kumar Roy	AAO	

Sl. No	Name of the audit entity	Risk Cat.	Audit to be conducted during the period		No. of working days	Remarks
			From	To		
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Transit to Samastipur 18.07.22(Morning)						
1	District Nazarat, Samastipur	H	18.07.22	19.07.22	02	The party shall update information and do timeline/age analysis regarding- (i) Outstanding Advance (ii) Outstanding DC bills (iii) Unadjusted vouchers.
Transit to Patna 19.07.22 (Evening)						

Note: -1. 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 and Inspection Bungalows Messes etc.)
{Authority Vide Headquarters' Letter No. 3368/BRS/2012 dated 27th June, 2012}

2. In case of two or more consecutive holidays (including Sunday), the field party, within 150 Km from Head Quarter, shall take evening transit on the day preceding the holiday to report to Head Quarter and shall further, avail morning transit on the day succeeding the holiday to join their respective auditee units.

Instruction:-

The audit team shall also examine the issue raised in paper clipping received through hqrs office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.

1. The audit team shall also examine the issue raised in paper clipping received through hqrs office, if any. The audit team shall obtain the copy of these paper clippings from headquarter section.
2. The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly in the DIR.
3. Desk review should be submitted before proceeding for compliance audit/FABA and discuss it with Group Officer (AMG-III).
4. The audit team members will perform audit work in OIOS Portal.
5. Precaution/guidelines etc. relating to Covid-19 should be adhere to.

- 6 The team will obtain the reply of the outstanding paras of previous years' IR and after receiving the replies including sufficient key documents, they will make a proposal for settlement of paras of old IR.
- 7 Audit Team shall also submit information in 18 performa including name of each DDO under department, Budget details, Bank/PLA/PD details (Active & in-active) in respect of all DDOs and Department.
- 8 In the compliance audit segment, the main focus should be on subject matter specific compliance audit.
- 9 All the SAOs of their respective field parties are hereby instructed to ensure and submit one proposed draft para by each party and at least two Part-II (A) paras in each quarter. Failure to do so must be suitably justified separately and submitted to Headquarter Section, which would be reviewed by the Group officer at the close of quarterly programme.

[Signature]
Sr. Audit Officer (HQ)

[Signature]
Dy. Accountant General
(AMG-III)

Copy to: -

1. Secretary to PAG (Audit), Patna
2. Secretary to DAG, AMG-III
3. Sr. AO, Claim-II, AMS, Data Analytic Group
4. Concerned party

[Handwritten]
AAOC/15/8/22