

**Office of the Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg,
Bihar, Patna-800001**

Revised Tour Programme for compliance audit of 2nd quarter 2021-22

Party No - 04 (AMG-I)

| Name (Shri) | Designation |
|--------------------------|-------------|
| 1. Kumar Rajeev Ranjan | Sr. AO |
| 2. Sanjay Kumar Tripathi | AAO |
| 3. Sanatan Kumar | AAO(Adhoc) |
| 4. Tripurari Kumar | Ar. |

| Sl. No. | Name of the audit entity | Risk Category | Last audit conducted | Duration of programme | | Number of working days | Remarks |
|---|--|---------------|----------------------|-----------------------|------------|------------------------|--|
| | | | | From | To | | |
| Tour Programme upto 18.08.2021 is already approved. | | | | | | | |
| 1 | Section Officer, Directorate of Food Processing, Patna | H | Aug 2016 | 20.08.2021 | 03.09.2021 | 10 | Sat-21/08. 28/08 Sun-22/08. 29/08 Holiday- 30/08 |
| Transit to Muzaffarpur - 04.09.2021 (Morning) | | | | | | | |
| 2 | O/o Assistant Director of Industries (Sericulture) Muzaffarpur | H | Sep 2012 | 04.09.2021 | 17.09.2021 | 10+2 | Sun:- 05/09. 12/09 |
| Transit to Patna- 17.09.2021 (Evening) | | | | | | | |

Attached to headquarter-18.09.2021

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}.
- 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 submit 18 proforma as per Allahabad Model.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- 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/ Tr No 493

Date: 03.09.2021

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

H. Kishor
03/09/21
Sr. Audit Officer/AMG-I (Hqr)