



लोक हितार्थ सत्य निष्ठा
Dedicated to Truth in Public
interest

No. AMG II/1st QTP/2024-25/ TP No.-249-222

भारतीय लेखा तथा लेखापरीक्षा विभाग
कार्यालय, प्रधान महालेखाकार (लेखापरीक्षा), बिहार
वीरचन्द्र पटेल मार्ग, पटना-800 001

Indian Audit & Accounts Department
Office of the Pr. Accountant General (Audit), Bihar
Beerchand Patel Marg, Patna-800 001

Date: 30.07.2024

Revised Tour programme for Compliance Audit for 1st QTP 2024-25

Sector AMG II/Audit Party No.- 16

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Kamal Kishore	Sr. AO	BHPTL 3340035
2	Arnav Kumar	AAO	BHPTA 3031740
3	Saurabh Kumar Jha	AAO	BHPTA 3031556
4	Shiv Nandan Kumar	AAO	BHPTA 3031600
5	Pankaj Kumar No-5	Auditor	BHPTA 3031722

Supervising Officer: Shri Kamal Kishore, Sr. Audit Officer (BHPTL 3340035)

Period of Supervision: 22.04.24 to 02.07.24

Note: Audit of the Entity taken from Last Audit

SL. NO.	Name of the audit entity	Type of Audit	Risk category (Low/Medium/High)	Audit of the entity last audited till	Audit to be conducted during the period with dates of transit		Remarks
					From	To	
1	Secretary, SC & ST Welfare Department, Officer's Flat, Block-A, Near Hartali More, Patna.	Compliance Audit	B	Aug 2022	22.04.24	09.05.24	12 working days (23/04,01/05-Holiday 27/04,04/05-Sat 28/04,05/05-Sunday)
Morning transit from Patna to Gaya on 10.05.2024							
2	District Welfare Officer (SC & ST Welfare Dept.), Gaya-823001	Compliance Audit	A	Feb 2017	10.05.24	31.05.24	17 working days (17/05, 23/05-Holiday 12/05, 19/05, 26/05-Sunday)
Evening transit from Gaya to Patna on 31.05.24 and attached to Headquarter from 01.06.24 to 02.06.24							
Morning transit from Patna to Siwan on 03.06.24							
3	District Welfare Officer (SC & ST Welfare Dept.), Siwan	Compliance Audit	C	Mar 12	03.06.24	11.06.24	08 working days (09/06- Sunday)
Transit from Siwan to Kaimur on 12.06.24							

4	District Welfare Officer (SC & ST Welfare Dept.), Kaimur	Compliance Audit	B	Mar 14	13.06.24	14.06.24	02 working days
Morning transit from Kaimur to Patna on 15.06.24 and attached to Headquarter, Patna from 15.06.24 to 22.06.24							
Transit from Patna to Kaimur on 23.06.24							
5	District Welfare Officer (SC & ST Welfare Dept.), Kaimur	Compliance Audit	B	Mar 14	24.06.24	02.07.24	08 working days (30/06- Sunday)
Transit from Kaimur to Patna on 03.07.24							

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. Shri Arnav Kumar, AAO availed evening transit from Gaya to Patna on 10.05.2024 for Election Duty. He availed morning transit from Patna to Gaya on 15.05.2024.

Authority: Sr. Dy. AG/AMG-II dated 08.04.24, dated 17.05.24 & dated 26.06.24

Sd/-

Sr. Deputy Accountant General / AMG II

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


30/7/24
Sr. Audit Officer/ AMG-II (Hqrs.)