



लोक हितार्थ सत्य निष्ठा
Dedicated to Truth in Public
Interest

No. AMG II/1st QTP/2024-25/ TP No.- 133-126

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: 17.05.2024

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

Sector AMG II/Audit Party No.- 19

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Raju Kumar Singh	Sr. AO	BHPTA2080911
2	Tarun Kumar	AAO	BHPTA3031371
3	Vijay Kumar No. 4	AAO	BHPTA3031791
4	Brajesh Kumar	Auditor	BHPTA3031580

Supervising Officer: Shri Raju Kumar Singh, Sr. Audit Officer (BHPTA 2080911)

Period of Supervision: 09.05.24 to 21.06.24

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	2	3	4	5	6	7	8
Transit from Patna to Bhagalpur on 08.05.24							
1	District Welfare Office, Bhagalpur	Compliance Audit	C	07/17	09.05.24	21.05.24	10 working days (12/05, 19/05- Sunday; 17/05- Holiday)
Transit from Bhagalpur to Katihar on 22.05.24							
2	District Welfare Office (SC & ST Welfare Dept.), Katihar	Compliance Audit	C	06/17	22.05.24	31.05.24	08 working days (26/05- Sunday; 23/05- Holiday)
Morning transit from Katihar to Araria on 01.06.24							
3	District Welfare Office (SC & ST Welfare Dept.), Araria	Compliance Audit	C	Aug 15	01.06.24	10.06.24	08 working days (02/06, 09/06- Sunday)
Transit from Araria to Samastipur on 11.06.24							
4	District Welfare Office (SC & ST Welfare Dept.), Samastipur	Compliance Audit	C	Mar 14	12.06.24	21.06.24	08 working days (16/06- Sunday; 17/06- Holiday)
Evening Transit from Samastipur to Patna on 21.06.24							

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. Sri Vijay Kumar No. 4, AAO was attached to Headquarters from 01.05.2024 to 16.05.2024 for RAE training. He availed transit from Patna to Bhagalpur on 17.05.2024 and attached with the team from 18.05.2024.

Authority: Sr. Dy. AG/AMG-II dated 07.05.24, dated 16.05.24 & dated 17.05.24

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


Sr. Audit Officer/ AMG-II (Hqrs.)