

ORD-46
20/10/2023



महालेखाकार का कार्यालय (लेखापरीक्षा)
तेलंगाना, हैदराबाद
OFFICE OF THE ACCOUNTANT GENERAL (AUDIT), TELANGANA,
HYDERABAD-04.

No.AG (Audit)/TS/AMG-I Co-ordn/Tour progr & Postings/2023-24/TR No 787 Dt: 17.10.2023.

POSTING / PROGRAMME ORDER No. 20

As approved by DAG/AMG-I, the following compliance audits are entrusted:

Party no. & members S/Sri/Smt.	Name of the office	Dates of audit	Last Audit / Remarks	
GSS-13 D.Srivalli, SAO RSS Raghu Prasad, AAO K.Mohana Rao, AAO	Government Degree College, Medak	03.10.2023 to 07.10.2023 (05 working days)	2018-19	
		NTD: Gajwel		
	Govt. Degree College, Gajwel (for Women), Siddipet District	09.10.2023 to 13.10.2023 (05 working days)	NA	
		NTD: Hyderabad		
	Assistant Director, Drugs Control Administration, Rangareddy	16.10.2023 to 25.10.2023 (07 working days)	NA	
		Transit to Utnoor on 26.10.2023		
	Govt. ITI (Tribals), Utnoor	27.10.2023 to 04.11.2023 (08 working days)	2014-15.	
		NTD: Adilabad		
	Government Degree College for Science, Adilabad	06.11.2023 to 10.11.2023 (05 working days)	NA	
		NTD: Nirmal		
	Government Degree College, Nirmal	13.11.2023 to 18.11.2023 (06 working days)	2007-08	
	Government Degree College, Bhainsa	20.11.2023 to 25.11.2023 (06 working days)	2004-05	
		Transit to Hyderabad on 26.11.2023		
	Presentation of PPT to DAG/AMG-1 on audits conducted previously. Preparation of Desk Reviews and ADM for Offices scheduled next : 28.11.2023 & 29.11.2023			
		NTD: Suryapet		
Dist. Hospital, Suryapet	30.11.2023 to 14.12.2023 (12 working days)	NA		
	NTD: Kothagudem			
Govt. ITI, Kothagudem	15.12.2023 to 23.12.2023 (08 working days)	2018-19		
	Transit to Hyderabad on 24.12.2023			
	HQRS on 26.12.2023			

	Home for the Aged & Disabled Women, Snehapuri Colony, Rangareddy	27.12.2023 to 30.12.2023 (04 working days)	NA
GSS-10 Y.Mohan, SAO E.S Rajdeep Sagar, AAO G.Ramanjaneyulu, Supr.		NTD: Mahabubnagar	
	Govt DLTC/ ITI, Mahabubnagar	04.10.2023 to 11.10.2023 (07 working days)	2018-19
		NTD: Hyderabad	
	Telangana Kumhari Shalivahana Co-Operative Societies Federation Limited, Hyderabad	12.10.2023 to 28.10.2023 (12 working days)	Annual Accounts for the years 2014-15, 2015-16, 2018-19 U/S 14(1) & 2016-17, 2017-18 U/S 14(3)
		Transit to Khammam on 29.10.2023	
	Dist. Hospital, Khammam	30.10.2023 to 10.11.2023 (11 working days)	NA
		NTD: kothagudem	
	SR Government Arts & Science College, Kothagudem	13.11.2023 to 18.11.2023 (06 working days)	2018-19
		NTD: Yellandu	
	Government Degree College, Yellandu	20.11.2023 to 25.11.2023 (06 working days)	2011-12
		Transit to Hyderabad on 26.11.2023	
		Presentation of PPT to DAG/AMG-1 on audits conducted previously. Preparation of Desk Reviews and ADM for Offices scheduled next : 28.11.2023 & 29.11.2023	
	NTD: Warangal		
	Dist. Educational Officer, Warangal, Rural (including records of 3 MEOs and 04 Schools under each MEO)	30.11.2023 to 28.12.2023 (22 working days)	2019-20
	NTD: Hyderabad		
GSS-05 1)M.Abhishek, SAO 2)Z.A. Dara, AAO 3)Y.Raghavendra Reddy, AAO		NTD: Jadcherla	
	Dr. BRR Govt College, Jadcherla	09.10.2023 to 16.10.2023 (06 working days)	2010-11
		NTD: Nagarkurnool	
	Dist. Educational Officer, Nagarkurnool (including records of 3 MEOs and 04 Schools under each MEO)	17.10.2023 to 10.11.2023 (20 working days)	NA
		NTD: Palem	
	S.V. Govt. Oriental college, Palem	13.11.2023 to 18.11.2023 (06 working days)	2018-19
		NTD: Bhuvanagiri	
	Scheduled Castes Development Officer, Yadadri Bhuvanagiri (including the records of 1 ASWO and 5 hostels)	20.11.2023 to 29.11.2023 (08 working days)	2020-21
	NTD: Hyderabad		

	Presentation of PPT to DAG/AMG-1 on audits conducted previously. Preparation of Desk Reviews and ADM for Offices scheduled next; 30.11.2023 & 01.12.2023		
		Transit to Peddapally on 03.12.2023	
	Dist. Educational Officer, Peddapally (including records of 3 MEOs and 04 Schools under each MEO)	04.12.2023 to 30.12.2023 (21 working days)	2019-20
<u>GSS-14</u> C D Sundar Raj, SAO SVVS Prasad, AAO K. Sivannarayana, AAO Deepak Kumar, AAO	The Supdt., District Hospital, Koti, Hyderabad	16.10.2023 to 04.11.2023 (16 working days)	NA

NOTE: Wherever " year of last audit mentioned was "prior to 2014-15 or NA " , audit may be conducted from formation of the state, i.e. 2014-15 (06/2014) or formation of the office which-ever is later.


The following instructions may be issued to Field Parties for compliance:

1. Instructions in the Office Order dated 27.03.2023 for OIOS implementation have to be followed strictly.
2. Prepare and Submit Desk Review along with ADM for prior approval from the DAG/AMG-I before the commencement of the audit.
3. Include the Original Code of Ethics Declaration from each audit party member with the LAR.
4. **Obtain prior approval from DAG/AMG-I for any deviations to the approved tour program through OIOS.**
5. Collect data for Audit Universe Updation.
6. Data analysis and Sampling are to be conducted for test check.
7. Submit LAR within 5 working days of audit completion.
8. Record minutes of Entry and Exit meetings with the audit unit head and should be included in LAR.
9. Submit the Title Sheet along with Draft Inspection Report.
10. Draft paras should follow a standard pattern: Criterion, Departmental Action, Criterion Violation, Audit analysis, Department Reply, and Rebuttal.
11. Draft paras should be free of typing and grammatical errors.
12. AEs should be redrafted and not simply copy-pasted.
13. Rebuttal should be brief and specific without reiterating audit observations.
14. Interact with FAW sections (including RAO/Abids) for inputs related to concerned units for verification during the local audit.
15. Study-related Audit Reports, previous Inspection Reports of the concerned and similar units, examine PMV Register and verify G.O. Register in the Editing section.
16. Review of outstanding paras need to be done.
17. Notify Sr.AO Reports Section of any important observations during the audit for further action/guidance.
18. Include Complete Office Address with PIN code, Official/alternate email.ID, DDO code, and Auditee's Landline and Mobile Numbers in the Draft IR forwarding letter.
19. Examine IT Applications/Systems that are being used by the Auditee and the filled IT Application Proforma has to be submitted along with LAR.
20. Necessary information for updating the Guard Files needs to be submitted along with LAR.
21. Prior permission of DAG/AMG-1 has to be obtained before proceeding on any kind of leave/to leave the tour headquarters.

22. Every month, each field party official is instructed to submit a write-up on individual performance on the audits conducted during the previous month.


Sr. Audit Officer / GSS Co-ordination

To
Individuals
SAO/APRC/ IS Wing / Bills (2 copies)
SAO/SS-II/SS-III/GS
Sr. PS to DAG/AMG-I
General Unit


17-10-2023