



भारतीय लेखा तथा लेखापरीक्षा विभाग

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

Date: 16.05.2025

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Manoj Kumar I	Sr. AO	BHPTL 3340017
2	Ranvijay Kumar	AAO	BHPTA3031773
3	Kavish Chandra	AAO	BHPTA2030475
4	Rajendra Kumar	Auditor	BHPTA3340164

Period of Supervision: 19.05.25 to 27.06.25

Note: Audit of the Entity taken from Last Audit

S. 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 Jamui on 18.05.2025						
1	Labour Superintendent, Jamui	Compliance Audit	C	Since Inception	19.05.2025	27.05.2025	08 working days
	Transit from Jamui to Arwal on 28.05.2025						
2	Labour Superintendent, Arwal	Compliance Audit	C	Since Inception	29.05.2025	06.06.2025	08 working days
3	District Employment Officer, Arwal	Compliance Audit	C	Since Inception	09.06.2025	18.06.2025	08 working days
	Morning transit from Arwal to Kaimur on 19.06.2025						
4	District Employment Officer, Kaimur	Compliance Audit	C	Since Inception	19.06.2025	27.06.2025	08 working days
	Transit from Kaimur to Patna on 28.06.2025						



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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.*
- Authority: Sr. Dy. AG/AMG-II dated 09.05.2025 and .05.2025**

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

P. Bala
16/05/2025

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