123

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/03 Date: 16.04.2024

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 04/2024-25 (AMG-IV)

Name (Shri)	Designation
Santosh Kumar Roy	Senior Audit Officer
Ranjeet Kumar Singh	Assistant Audit Officer
Amir Sohail	Assistant Audit Officer
Uma Shankar	Sr. Auditor

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	DCE Bhagalpur-cum Munger Division, Bhagalpur	L	Jun-16	16.04.2024	17.04.2024	02	
2	District Sub Registrar, Supaul	M	Dec-16	18.04.2027	19.04.2024	02	
3	Sub Registrar, Jhanjharpur	M	Nov-16	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	District Sub Registrar, Ara	H	May-23	24.04.2024	25.04.2024	02	
5	LAEO, Visvesvaraya Bhawan, Patna (HQ), Patna	L	Information not available	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun - 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
1	DCE Bhagalpur-cum Munger Division, Bhagalpur	L	Jun-16	26.04.2024	02.05.2024 (Transit to Bhagalpur on 01.05.24)	08.05.2024	06	Sun - 05.05.24 Holiday-01.05.24
2	District Sub Registrar, Supaul	M	Dec-16	07.05.2024	09.05.2024 (Morning to Supaul)	18.05.2024	08	Sun - 12.05.24 Holiday-17.05.24
	Attached to HQ				**20.05.2024 (Transit to Patna on 19.05.24)**	**21.05.2024**		
3	Sub Registrar, Jhanjharpur	M	Nov-16	20.05.2024	22.05.2024 (Transit to Jhanjharpur on 21.05.24)	31.05.2024 (Transit to Patna on 01.06.24)	08	Sun - 26.05.24 Holiday –23.05.24
4	District Sub Registrar, Ara	H	May-23	01.06.2024	03.06.2024 (Morning Transit to Ara)	13.06.2024 (Evening Transit to Patna)	10	Sun - 02.06.24, 09.06.24
5	LAEO, Visvesvaraya Bhawan, Patna (HQ), Patna	L	Information not available	01.06.2024	14.06.2024	24.06.2024	06	Sat- 15.06.24, 22.06.24 Sun – 16.06.24, 23.06.24 Holiday- 17.06.24

Attached to headquarter- 25.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

16/5/2024

Sr. Audit Officer/AMG-IV (Hqr)

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/ 04 Date: 16-04-2024

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 05/2024-25 (AMG-IV)

Name (Shri)	Designation
Pranay Kumar No.2	Senior Audit Officer
Om Kumar	Assistant Audit Officer
Naveen Kumar	Assistant Audit Officer
Agniwesh	Auditor

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	LAEO, Work Division-I, Nawada	L	Dec-14	16.04.2024	17.04.2024	02	
2	District Planning Office, Katihar	L	Oct-15	18.04.2027	19.04.2024	02	
3	District Sub Registrar, Sitamarhi	H	Apr-23	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	Sub Registrar, Darauli, Siwan	L	Sep-14	24.04.2024	25.04.2024	02	
5	District Statistical Office, Buxar	L	Information not available	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun - 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
1	LAEO, Work Division-I, Nawada	L	Dec-14	19.04.24	30.04.2024 (Morning to Nawada)	07.05.2024	06	Sun - 05.05.24 Holiday-01.05.24
2	District Planning Office, Katihar	L	Oct-15	26.04.24	09.05.2024 (Transit to Katihar on 08.05.24)	15.05.2024	06	Sun - 12.05.24
	Attached to HQ				**17.05.2024 (Transit to Patna on 16.05.24)**	**21.05.2024**		
3	District Sub Registrar, Sitamarhi	H	Apr-23	20.05.24	22.05.2024 (Morning Transit to Sitamarhi)	03.06.2024	10	Sun – 26.05.24, 02.06.24 Holiday- 23.05.24
4	Sub Registrar, Darauli, Siwan	L	Sep-14	25.05.24	04.06.2024 (Morning Transit to Siwan)	10.06.2024	06	Sun - 09.06.24
5	District Statistical Office, Buxar	L	Information not available	01.06.24	11.06.2024 (Morning to Buxar)	18.06.2024 (Evening Transit to Patna)	06	Sun – 16.06.24 Holiday- 17.06.24

Attached to headquarter- 19.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

16/4/2024

Sr. Audit Officer/AMG-IV (Hqr)

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/ 05 **Date: 16.04.2024**

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 06/2024-25 (AMG-IV)

Name (Shri)	Designation
Tarun Kr Singh	Senior Audit Officer
Pankaj Kr No.1	Assistant Audit Officer
Raju Kumar Gupta	Assistant Audit Officer
Dharmendra kr Yadav	Assistant Audit Officer (New)

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	District Treasury Office, Jamui	L	Information not available	16.04.2024	17.04.2024	02	
2	District Sub Registrar, Madhepura	M	Oct-16	18.04.2027	19.04.2024	02	
3	LAEO, Work Division-I, Sitamarhi	L	Jul-19	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	District Treasury Office, Samastipur	L	Oct-14	24.04.2024	25.04.2024	02	
5	Evaluation Directorate, Visvesvaraya Bhavan	L	Information not available	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun - 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
1	District Treasury Office, Jamui	L	Information not available	19.04.2024	02.05.2024 (Transit to Jamui on 01.05.24)	08.05.2024	06	Sun - 05.05.24 Holiday-01.05.24
2	District Sub Registrar, Madhepura	M	Oct-16	07.05.2024	10.05.2024 (Transit to Madhepura on 09.05.24)	20.05.2024	08	Sun - 12.05.24, 19.05.24 Holiday-17.05.24
3	LAEO, Work Division-I, Sitamarhi	L	Jul-19	20.05.2024	22.05.2024 .(Transit to Sitamarhi on 21.05.24)	29.05.2024	06	Sun - 26.05.24 Holiday –23.05.24
4	District Treasury Office, Samastipur	L	Oct-14	25.05.2024	30.05.2024 (Morning Transit to Samastipur)	05.06.2024 (Evening Transit to Patna)	06	Sun - 02.06.24
5	Evaluation Directorate, Visvesvaraya Bhavan	L	Information not available	01.06.2024	06.06.2024	12.06.2024	06	Sun – 09.06.24

Attached to headquarter- 13.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

21/6/24

Sr. Audit Officer/AMG-IV (Hqr)

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/ 06 **Date:** 16.04.2024

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 09/2024-25 (AMG-IV)

Name (Shri)	Designation
Satya Prakash Singh	Senior Audit Officer
K K Mishra	Assistant Audit Officer
Akhilesh Paswan	Supervisor
Satyendra kr. Singh	Auditor

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	LAEO, Work Circle, Purnia	L	Nov-15	16.04.2024	17.04.2024	02	
2	District Treasury Office, Madhepura	L	Nov-14	18.04.2027	19.04.2024	02	
3	Sub Registrar, Areraj	M	Oct-16	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	Sub Registrar, Chhoradano	M	2016-17	24.04.2024	25.04.2024	02	
5	District Treasury Office, Buxar	L	Information not available	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun - 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
1	LAEO, Work Circle, Purnia	L	Nov-15	26.04.24	02.05.2024 (Transit to Purnia on 01.05.24)	08.05.2024	06	Sun - 05.05.24
2	District Treasury Office, Madhepura	L	Nov-14	07.05.24	09.05.2024 (Morning to Madhepura)	15.05.2024	06	Sun - 12.05.24
	Attached to HQ				**17.05.2024 (Transit to Patna on 16.05.24)**	**25.05.2024**		
3	Sub Registrar, Areraj, Motihari	M	Oct-16	25.05.24	27.05.2024 (Transit to Areraj on 26.05.24)	04.06.2024	08	Sun - 02.06.24
4	Sub Registrar, Chhoradano, East Champaran	M	2016-17	25.05.24	05.06.2024 (Morning Transit to Chharadano)	13.06.2024	08	Sun - 09.06.24
5	District Treasury Office, Buxar	L	Information not available	01.06.2024	15.06.2024 (Transit to Buxar 14.06.24)	24.06.2024 (Evening Transit to Patna)	06	Sun – 16.06.24, 23.06.24 Holiday- 17.06.24

Attached to headquarter- 25.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

16/09/2024

Sr. Audit Officer/AMG-IV (Hqr)

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/07 Date: 16.04.2024

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 08/2024-25 (AMG-IV)

Name (Shri)	Designation
Binoy Sheel Gautam	Senior Audit Officer
Sanjeet Kumar	Assistant Audit Officer
Keshav Kishore	Assistant Audit Officer
Birendra Kumar no.04	Assistant Audit Officer

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	District Treasury Office, Bhagalpur	L	Nov-14	16.04.2024	17.04.2024	02	
2	Sub Registrar, Triveniganj	L	2014-15	18.04.2027	19.04.2024	02	
3	Sub Registrar, Basantpur	L	Sep-14	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	Sub Registrar, Jagdishpur	M	2016-17	24.04.2024	25.04.2024	02	
5	Sub Registrar Hilsa, Nalanda	M	May-17	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun- 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
1	District Treasury Office, Bhagalpur	L	Nov-14	26.04.2024	02.05.2024 (Transit to Bhagalpur on 01.05.24)	08.05.2024	06	Sun - 05.05.24 Holiday-01.05.24
2	Sub Registrar, Triveniganj	L	2014-15	07.05.2024	09.05.2024 (Morning to Triveniganj)	15.05.2024	06	Sun - 12.05.24
	Attached to HQ				**17.05.2024 (Transit to Patna on 16.05.24)**	**26.05.2024**		
3	Sub Registrar, Basantpur, Siwan	L	Sep-14	25.05.2024	27.05.2024 (Morning Transit to Siwan)	01.06.2024 (Evening Transit to Patna)	06	Sun - 02.02.24
4	Sub Registrar, Jagdishpur, Ara	M	2016-17	01.06.2024	03.06.2024 (Morning to Jagdishpur, Ara)	11.06.2024	08	Sun - 09.06.24
5	Sub Registrar Hilsa, Nalanda	M	May-17	01.06.24	12.06.2024 (Morning Transit to Hilsa)	21.06.2024 (Evening Transit to Patna)	08	Sun - 16.06.24, 23.06.24 Holiday- 17.06.24, 22.06.24

Attached to headquarter- 24.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

8/21/16/Sept/2024

Sr. Audit Officer/AMG-IV (Hqr)

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/ 08 Date: 16.04.2024

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 02 /2024-25 (AMG-IV)

Name (Shri)	Designation
Abhay Atikant	Senior Audit Officer
Ravi Prakash Ravi	Assistant Audit Officer
N M Pandey	Assistant Audit Officer
Vikash Kr Singh	Assistant Audit Officer (New)

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	District Planning Office, Gaya	L	Jan-15	16.04.2024	17.04.2024	02	
2	District Planning Office, Bhagalpur	L	Mar-16	18.04.2027	19.04.2024	02	
3	District Statistical Office, Vaishali	L	Jun-15	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	District Sub Registrar, Siwan	H	Apr-23	24.04.2024	25.04.2024	02	
5	Dy Collector Stamp, Siwan [Implementing Unit]	L	2013-14				
6	District Statistical Office, Bhojpur, Ara	L	Mar-08	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun - 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
1	District Planning Office, Gaya	L	Jan-15	19.04.2024	30.04.2024	07.05.2024	06	Sun - 05.05.24 Holiday-01.05.24
2	District Planning Office, Bhagalpur	L	Mar-16	26.04.2024	09.05.2024 (Transit to Bhagalpur on 08.05.24)	15.05.2024	06	Sun - 12.05.24
	Attached to HQ (Transit to Patna on 16.05.24)				**17.05.2024**	**21.05.2024**		
3	District Statistical Office, Vaishali	L	Jun-15	20.05.2024	22.05.2024 (Morning Transit to Vaishali)	29.05.2024	06	Sun - 26.05.24 Holiday – 23.05.24
4	District Sub Registrar, Siwan	H	Apr-23	25.05.2024	30.05.2024 (Morning Transit to Siwan)	10.06.2024	10	Sun – 02.6.24, 09.06.24
5	Dy Collector Stamp, Siwan [Implementing Unit]	L	2013-14		11.06.2024	13.06.2024	03	
6	District Statistical Office, Bhojpur, Ara	L	Mar-08	01.06.2024	14.06.2024 (Morning Transit to Ara)	21.06.2024 (Evening Transit to Patna)	06	Sun – 16.06.24, 23.06.24 Holiday- 17.06.24, 22.06.24

Attached to headquarter- 24.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

16/9/2024

Sr. Audit Officer/AMG-IV (Hqr)

Office of the Pr. Accountant General (Audit), Mahalekhakar Bhawan, R-Block, Beerchand Patel Marg, BihaPatna-800001

Letter No-AMG-IV(HQ)/Tour Programme/2024-25/ 09 Date: 16.04.2024

Tour Programme for compliance audit of 1st quarter 2024-25

Party No – 07/2024-25 (AMG-IV)

Name (Shri)	Designation
Pranay Kumar No.1	Senior Audit Officer
Niraj Kr Singh	Assistant Audit Officer
Ranjeet Kumar	Assistant Audit Officer
Ajay Kumar Sinha	Assistant Audit Officer

(For Desk Review at Headquarter)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Duration of programme		Number of working days	Remarks
				From	To		
1	Regional Office (Planning Unit), Gaya	L	Information not available	16.04.2024	17.04.2024	02	
2	LAEO, Work Division-I, Purnia	L	Oct-15	18.04.2027	19.04.2024	02	
3	District Sub Registrar, Muzaffarpur	H	Apr-23	22.04.2024	23.04.2024	02	Sat- 20.04.24 Sun- 21.04.24
4	District Provident Fund Office, Siwan	L	Aug-09	24.04.2024	25.04.2024	02	
5	District Statistical Office, Jehanabad	L	Information not available	26.04.2024	29.04.2024	02	Sat- 27.04.24 Sun - 28.04.24

(For Field Audit)

Sl. No.	Name of the audit entity	Risk Category	Last audit conducted	Date of Lok Sabha Poll at the District	Duration of programme		Number of working days	Remarks
					From	To		
	Regional Office (Planning Unit), Gaya	L	Information not available	19.04.2024	30.04.2024 (Morning Transit to Gaya)	07.05.2024	06	Sun - 05.05.24 Holiday-01.05.24
	LAEO, Work Division-I, Purnia	L	Oct-15	26.04.2024	09.05.2024 (Transit to Purnia on 08.05.24)	15.05.2024	06	Sun - 12.05.24
	Attached to HQ				**17.05.2024 (Transit to Patna on 16.05.24)**	**21.05.2024**		
3	District Sub Registrar, Muzaffarpur	H	Apr-23	20.05.2024	22.05.2024 (Morning Transit to Muzaffarpur)	03.06.2024	10	Sun - 26.05.24, 02.06.24 Holiday –23.05.24
	District Provident Fund Office, Siwan	L	Aug-09	25.05.2024	04.06.2024 (Morning Transit to Siwan)	10.06.2024	06	Sun – 09.06.24
	District Statistical Office, Jehanabad	L	Information not available	01.06.2024	12.06.2024 (Transit to Jehanabd on 11.06.24)	19.06.2024 (Evening Transit to Patna)	06	Sun – 19.06.24 Holiday- 17.06.24

Attached to headquarter- 14.06.2024

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, local 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-IV(Hq).
- IRs must be submitted within 07 days from the date of completion of audit.
- Party will collect outstanding old IRs from concerned vetting sections and submit review report after obtaining reply from the units.
- Party will submit report on DAOs/DAs performance in the light of proforma given in MSO (audit).
- Party will submit 18 proforma as per Allahabad Model.
- The audit party will issue separate memo to DAOs/DAs in respect of financial irregularities noticed during audit and obtained the reply from the DAOs/Das (like register of DAO objection book etc.)
- 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.
- Physical verification mandatory, if any.
- The joint physical verification will be done only after selection/review of schemes by the audit party and the final report on physical verification along with concerned photographs will be submitted with the concerned Draft Inspection Reports.
- The audit team will follow and adhere the Key Result Area as earmarked by the Group Officer.
- The audit party should comply the O.O.No.Misc/TA/CA-529 dated 01.03.2023 regarding stay at hotel & TA claims.
- The Audit party will follow the checklist as approved by the Group Officer for further guidance.
- The Audit party is directed to submit compliance report of complaint cases/media reports (press clippings) received to the party, if any, to the headquarter section (AMG-IV) separately.
- The audit team will ensure sufficient and relevant KDs are attached along with the observations and referencing of key documents should be done properly.
- **The Officials engaged in the work of SSCA and PA will start the Audit work of out of station Audit Units only after completion of related work of SSCA and PA with prior approval.**

Sd/-
Dy. Accountant General (AMG-IV)

Copy to: -

1. Secretary to Pr. Accountant General (Audit) Bihar, Patna
2. Dy. Accountant General (Adm.) Sectt.
3. Dy. Accountant General (AMG-IV) Sectt.
4. Sr. Audit Officer, Claim II
5. Sr. A.O. AMS
6. Persons Concerned

16/4/2024

Sr. Audit Officer/AMG-IV (Hqr)