No. AMG II/2nd QTP/2025-26/ TP No.- 193-196

Date: [redacted] 11.08.25

Tour programme for Compliance Audit for 2nd QTP 2025-26

Sector AMG II/Audit Party No.- 03

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Ramendra Kishore	Sr. AO	BHPTA211879
2	Roushan Kumar I	AAO	BHPTL3340123
3	Amit Kumar No.8	AAO	BHTA3031639
4	Prasant Kumar Upadhayay	AAO	BHTA3031613
5	Kamlesh Prasad	Sr. Ar	BHTA3031198
6	Ajay Saxena	Sr. Ar	BHTA3031720

Supervising Officer: Shri Ramendra Kishore, Sr. Audit Officer (BHPTA211879)

Period of Supervision: 22.07.25 to 12.11.25

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
Morning Transit from Patna to Saran on 22.07.25							
1	Vice Chancellor, Jay Prakash University, Chapra, Saran	Compliance Audit	A	Sep 21	22.07.25	16.09.25	**43 working days (29/07,03/08, 10/08, 17/08, 24/08, 31/08, 07/09, 14/09-Sun; 05/08, 09/08, 15/08, 16/08, 05/09,06/09- Holiday)**
2	05 sampled constituent colleges	Compliance Audit	-	Since LA	17.09.25	27.09.25	**09 working days (21/09- Sun; 22/09- Holiday)**
Evening transit from Saran to Patna on 27.09.25 and attached to Headquarter from 28.09.25 to 05.10.25							
Morning Transit from Patna to Saran on 06.10.25							
3	05 sampled constituent colleges	Compliance Audit	-	Since LA	06.10.25	18.10.25	**11 working days (12/10-Sun; 11/10- holiday)**
Evening transit from Saran to Patna on 18.10.25 and attached to Headquarter from 19.10.25 to 28.10.25							
Morning Transit from Patna to Saran on 29.10.25							
4	05 sampled constituent colleges	Compliance Audit	-	Since LA	29.10.25	10.11.25	**10 working days (02/11, 09/11- Sun; 05/11-Hoilday)**
5	Vice Chancellor, Jay Prakash University, Chapra, Saran	Compliance Audit	A	Sep 21	11.11.25	12.11.25	**02 working days**
Evening transit from Saran to Patna on 12.11.25							

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 before 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 . The field party is to ensure to work on the LDP topics emailed to the Sr.AOs as per ADM provided as per the unit assigned.

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. The party will sample 05 constituent colleges based on number of enrolled students during the past three years. The selected colleges are to be forwarded to headquarter for approval of Sr. DAG.

Authority: Sr. Dy. AG/AMG-II dated 18.07.25 & 21.07.25

AMRENDRA VERMA

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

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

Digitally signed by Amrendra Verma
Date: 08-08-2025 17:12:35

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