

22

OFFICE OF THE DISTRICT INFORMATION AND PUBLIC RELATIONS OFFICER, BARGARH

No. 264 \_\_\_\_\_ / I & P R Dated. 23.3.2011

To

The A.F.A Cum Under Secretary to Govt,  
I & P R Deptt, Orissa, Bhubaneswar.

Sub:- **Submission of compliance report on the outstanding Para No.2(e)(d)(e)(f) and Para No.3 relating to A.G. Inspection No. 814/ 2009-10.**

Ref:- Your Letter No. Aud-III-3/10 -3573 /IPR Dt. 11.3.2011.

Sir,

With reference to the letter on the subject cited above, I am to send herewith the compliance report of A.G ( Civil audit) No. 814/2009-10 of DIPRO Office, Bargarh for necessary action at your level.

Yours Faithfully,

**District Information and  
Public Relation Officer, Bargarh.**

Memo No. 265 /IPR. Dated. 23.3.2011

Copy to the Senior Audit Officer, A.G. ( Civil Audit) Orissa, Bhubaneswar with reference to the Memo No.OAD-3-IR-814/2009-10/ 480 Dated. 14.2.2011.

**District Information and  
Public Relation Officer, Bargarh.**

2 © Sri A.K.Mishra, Asst. Operator, received an advance of Rs 500/- has already been recovered vide this office M.R No. 7 Dated.8.12.2009 Of Book No. 691. Sri B.N. Murmu Ex. DIPRO, already demised, an amount of Rs 2000/- though drawn and could not be adjusted. However analyzing the cash position in hand the matter has come to the light, Hence, the steps have been taken to adjust the amount drawn and has kept in available cash since then. Sri N. Mahammad, Ex Operator received Rs 1600/- as advance, However, steps have been taken to recover the outstanding amount from him who is working now in . DIPRO Office Cuttack. The DIPRO Cuttack has been requested to direct Sri N. Mahammad to pay back the amount, which has already been intimated vide this officer Letter No. 70 Dated. 18-01-2010

Hence this Para may kindly be dropped.

2 (E) Instruction noted for necessary stock entry of the articles and to provide certificate in this regard.

2 (F) Instruction noted, for bill wise/T.V wise analysis of the closing balance. It has been worked out and recorded in cash book.

Hence this Para may kindly be dropped.

3 The rectification of Rs 2000/- has been done vide cash book page no. 12 and already shown to Senior Auditor of A.G Audit during the time of their inspection. Copy of the cash book page no. 12 is enclosed herewith for ready reference.

Hence the Para may kindly be dropped.

*MD*  
29.9.12  
District Information &  
Public Relations Officer  
BARGARH



ଅନୁମୋଦନ ନିମିତ୍ତ ଚିଠି  
DRAFT FOR APPROVAL

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3573/99

ତା. 11/3/11

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The D14 PRO, Baragush

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ଆଇ- III - 2/2010

କ୍ରମିକ ସଂ.....

Sub- Submission Compliance report on the outstanding para No 2(E)(H)(X) and para 3 relating to A.G. Inspection No 814/2009-2010.

Sir,

With reference to the Subject cited above, I am directed to forward a Copy of the A.G. Letter No 479 dt 14.2.2011 and to say that immediate steps may please be taken to furnish the Compliance report on the aforesaid outstanding paragraphs to A.G. Crossa under intimation to this Department for further necessary action.

This may please be treated as urgent.

Yours faithfully,

A.F.A. Cum. Secy to Govt

Yes

P-10/c

Please send a copy of the A.G. Letter enclosed herewith and return the original along with the draft

(NR/OCE)

OFFICE OF THE PR ACCOUNTANT GENERAL (CIVIL AUDIT)  
ORISSA :: BHUBANESWAR

No. OAD- III- I. R. No. 814/2009-10/479

Date: 14-2-11

To

~~15 JAN 2011~~

The A.F.A - Cum - Under Secretary  
to Govt. of Orissa Information and  
Public Relations Department, Bhubaneswar.

Sub: Compliance to I. R. No. 814/2009-10  
on the account of the District Information and  
Public Relations Officer, Bargarh.

Sir,

In inviting a reference to your letter No. 32702/1PR  
Bhubaneswar dated 6/12/2010 on the above  
subject, I am to state as follows:

Inspection Report No.	Para No.	Observations
814/09-10	2(a)(b) and 4	Para may please be treated as settled in view of the compliance furnished.
	2(c)	Details of recovery/adjustment may be intimated to audit.
	2(d)	Further relevant records may please be shown to next audit for verification and settlement on the spot.
	2(e)(b)	Further final compliance awaited.
3	At the instance of audit an amount of Rs. 2000/- was accounted for after a lapse of 28 months. Action taken if any for the temporary misappropriation may be intimated.	

Sr. Audit Officer/OAD- III

Date:

Memo No. OAD- III- IR No.

Copy forwarded to the .....

information and necessary action.

Sr. Audit Officer/ OAD- III

30/4  
S.C.B.  
14.12.10  
OFFICE OF THE DISTRICT INFORMATION AND PUBLIC RELATION OFFICER  
BARGARH

Letter No. 999 / I & P R Dt. 25.11.2010

To

The A.F.A - Cum- Under Secretary to Govt.  
I & P.R Deptt, Orissa, Bhubaneswar

Sub:- Submission of Compliance report to A.G.( Civil Audit) No. 814/2009  
of D.I & P.R.O, Bargarh.

Ref: Your Letter No.17991 Dt.21.5.2010 & No.31356 Dt. 3.11.2010

Sir,

With reference to your letter on the subject cited above, I am to send herewith the compliance report of A.G( Civil Audit ) No. 814/2009-10 of D I & P R O, Bargarh for necessary action at your level.

Yours faithfully,

*hmd*  
25.11.10  
District Information & Public  
Relation Officer, Bargarh

Memo No. / I & P R Dt,

Copy to the Sr.Audit Officer A.G ( Civil Audit) Orissa Bhubaneswar for information with reference to the letter No. 490 Dt. 23.12.2009.

District Information & Public  
Relation Officer, Bargarh

N.B:

This compliance has already been send to you  
Vide this office Letter No. 500/IPR Dt.28.5.2010 with  
Copy to Senior A.G. (Civil Audit)

48

Compliance to Accountant General (Civil Audit) report No 814/09-10  
of DIPRO, Office Bargarh.

Part I

1 (a) Nothing to Comply

(b) Nothing to Comply

© i. Instruction noted, Action has been taken to embed the cash chest in the wall.

ii. Instruction noted, Action has been taken to deposit the duplicate key of the cash chest in the Treasury.

iii. Steps have been taken to realize security deposit person who handle cash & store in shape of fidelity insurance bond as per G.O F/D No Try/III-70 /79-209 (130)/F Dated 10.4.99.

(d) Director & Addl. Secretary to Govt I & PR Department Bhubaneswar has already been intimated for internal Audit of DIPRO Office Bargarh vide this office letter No 385 dated 15.10.2001.

2. (a) Nothing to comply

(b) The advance of Rs. 400/- has already been recovered from Sri A.K. Mishra Asst Operator (Adhoc) vide this Office M.R. No 7 Dated.8.12.09 B.No 691

© A.K. Mishra:- An amount of Rs. 500/- has already been recovered vide this office M.R. 7 Dt8 Of Book No 691 , B. N Murnu:- Due to sudden demise of Sri B.N Murnu ex DIPRO , the amount though , Drawn could not be adjusted. However analyzing the cash position in hand the matter has come to the light. Hence the steps have been taken to adjust the amount drawn and kept in available cash since then. Sri N.Mahammad:- Steps have been taken to Recover the outstanding amount. DIPRO Cuttack has been requested to direct Sri Mahammad to release the amount, which has already been intimated vide this office Letter No Dt.

(D) Action has been taken to prepare Bank Reconciliation statement in the cash book.

(E) Instruction noted for necessary stock entry Certificate hence forth.



Action has already been taken for rectification. This has been rectified taking in Rs.2000/- in the inner colum.of receipt side of cash book vide page no 12, which has duly cross checked by the Sr. Audit Officer at the time of inspection. However copy of the cashbook page No 12 is enclosed herewith for ready reference.

4. An amount of Rs 20,000/- received from Secy. State Information Commission Bhubaneswar has already been utilized for organizing interactive workshop on R.T.I. Act 2005 and the U.C of Rs. 20,000/- has already been sent to the Secy. S.I.C. Bhubaneswar Vide this office letter No 251 Dt. 26.3.10.

*Handwritten signature and initials*

District Information &  
Public Relation Officer,  
Bargarh.





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DRAFT FOR APPROVAL

J.B.  
Pl. issue  
20.11.10

(13)

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ସଂଖ୍ୟା 32702/୧୧ ଡା. 6/12/10

ପ୍ରାପକ

The - A. G. Odisha, (Central Accounts)

Bhubaneswar

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Acad-III. 2/2010

କ୍ରମିକ ସଂ.....

Sub-Submission of Compliance report on the A.G. Inspection Report No 814/2009-2010 on the accounts of the B14PRO, Baragah.

Sir,

In <sup>reference</sup> to your memo No OA-D-3/9-10/218 dt 29.9.2010 on the subject cited above, I am directed to say that the Compliance report on the outstanding paragraphs of the aforesaid report has already been furnished by the B14PRO, Baragah, vide his memo No 501 dt 28.5.2010. However, one xerox copy of the said compliance report was sent again ~~herewith~~ herewith for consideration and settlement of the objection paragraphs.

Yours faithfully,

*[Signature]*  
20/11/10

A.F.A - Comm. As to Govt.

J.S.  
Please issue the xerox copy of the enclosure & return the original.

OFFICE OF THE DISTRICT INFORMATION AND PUBLIC RELATION OFFICER  
BARGARH

Letter No. 955 / I & P R Dt. 12-11-2010

(19)

To

The A.F.A - Cum- Under Secretary to Govt.  
I & P.R Deptt, Orissa, Bhubanswar

Sub:- Submission of Compliance report to A.G.( Civil Audit) No. 814/2009  
of D.I & P.R.O, Bargarh.

Ref: Your Letter No.17991 Dt.21.5.2010 & No. 31356 Dt. 3.11.2010 & This  
Office Letter No. 500/ Dt. 28.5.2010.

File No - A.O - 11 - 1/2010

Sir,

In continuation to this office Letter on the subject cited above, I am to say that the compliance report of A.G( Civil Audit ) No. 814/2009-10 of D I & P R O, Bargarh has already been send vide this office office Letter No. 500 Dt. 28.5.2010. However an additional copy is appended herewith for taking necessary action at your level.

Yours faithfully,

A.S.  
18/11/10

12-11-10

District Information & Public  
Relation Officer, Bargarh

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DRAFT FOR APPROVAL

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ସଂଖ୍ୟା 17991-1PR

*Handwritten signature and date:*  
21.5.10

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The D.A.P.R.O, Baragada,

ନମ୍ବର

Acad-III-2/2010

କ୍ରମିକ ସଂ

Sub-Submission of Compliance report to A.G. Inspection report No 814/2009-2010 on the accounts of the D.A.P.R.O, Baragada for the period from 11/2009 to 9/2009.

Sir,

In inviting a reference to this Department Letter No 1818 dt 14.1.2010, I am directed to say that no compliance report on the aforesaid inspection report has been received in this Department though more than three months have already elapsed from the date of issue of the said letter.

Therefore, you are requested to look into the matter personally and furnish compliance report immediately as it is required for onward transmission to A.G. cross settlement of audit objections paras.

Yours faithfully,

*Handwritten signature and date:*  
20/5/10

A.P.A - Am. Es to Govt

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DRAFT FOR APPROVAL

*Handwritten signature and date: 18/1/10*

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ତା. 14.1.10

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The DIT P.R.O., Baragosa

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Acad-III-2/2010

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Sub - Submission of Compliance report to A.G. Inspection report No 814/2009-2010 on the accounts of the DIT P.R.O., Baragosa for the period from 11/2008 to 9/2009.

Sir,

In inviting a reference to A.G. Letter No 490 dt 21.12.2009 on the subject cited above, I am directed to say that para-wise compliance report on each point of objection raised in A.G.I.R No 814/2009-2010 on your accounts for the period from 11/2008 to 9/2009 may please be furnished to the Tender signed in duplicates within 15 days from the date of receipt of this letter as required for onward transmission to A.G. Odisha alongwith comment of this Dept<sup>therein</sup> for further action at their level.

This may please be treated as urgent.

Yours faithfully,

*Handwritten signature and date: 13/1/10*  
A.F.A. - Com. - Govt

Memo No 1818 dt 14.1.10

Copy forwarded to the Pr. Audit Officer, of the Pr. A.G. (Civil Audit), Odisha for information and necessary action.

*Handwritten signature and date: 13/1/10*  
A.F.A. - Com. - Govt

*Handwritten mark: 9-7/10*

*Handwritten mark: TB*

OFFICE OF THE PR. ACCOUNTANT GENERAL (CIVIL AUDIT)  
ORISSA : : BHUBANESWAR.

BY REGISTERED POST

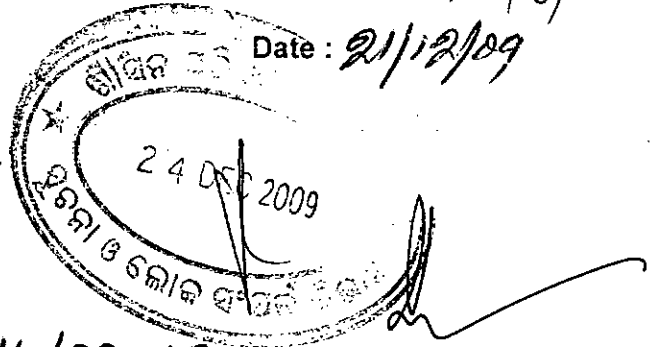
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26/12/09

No. DA-3/IR.No.814/09-10/490

Date: 21/12/09

To  
 The Dist. Information &  
 Public Relation Officer,  
 Bargarh.



Sir,  
 I am to forward herewith the Inspection Report No. 814/09-10 on the  
 accounts of O.P.D. Bargarh for the  
 period from 11/01 to 9/09. Reply to the Inspection Report may please  
 be furnished through Sery. to G.O. IR PR Dept. within one month from the date of its issue.  
 Kindly acknowledge the receipt of the Inspection Report. The following outstanding paras of old Inspection  
 Report may be treated as settled.

<u>Sl. No.</u>	<u>Inspection Report No.</u>	<u>Para No.</u>
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- |     |
|-----|
| 01. |
| 02. |
| 03. |
| 04. |
| 05. |
| 06. |

Yours faithfully,

  
 Sr. Audit Officer

BY REGISTERED POST

Memo No. DA-3/IR.No.814/09-10/491

23 DEC 2009

Date: 21/12/09

Copy together with a copy of the IR forwarded to the Sery. to G.O.  
IR PR Dept., Bhubaneswar  
 for information and necessary action. Special attention is invited to the irregularities pointed in paragraphs  
 ..... for necessary action. The compliance for the above IR when received may please  
 be forwarded to this Office along with his comments thereon.

  
 Sr. Audit Officer

BY REGISTERED POST

Memo No.

Date :

Copy together with a copy of the IR forwarded to the .....  
 .....  
 for information and necessary action. Special attention is invited to the irregularities pointed out in paragraphs  
 ..... for necessary action. His comments to para of the IRs may please be communicated  
 office at an early date.

Sr. Audit Officer

a- **General Cash Book:-**

Month of closing	Date of closing	DDO's Current A/C	Bank Draft.	Cash	Advance Vouchers	Total
March 2009	30.3.2009	175322	12500	43441	3600	234863
September 2009	29.9.09	35000	2500	4281	4100	45881
October 2009	29.10.09	20000	---	4281	4100	28381

b- **P A Cash Book:-**

Month	Date of closing	Closing Balance shown	Advance shown as final expenditure	Cash
May 2008	31.5.08	Rs.350.00	Rs.400.00	Rs.350.00
October 2009	27.10.09	Rs.350.00	Rs.400.00	Rs.350.00

The advance of Rs.400.00 to A K Mishra, Asst. Operator was deducted from closing balance in P A Cash Book as final expenditure. The advance of Rs.400.00 on 31.5.2008 has not been recouped / recovered so far.

(4)

**c- Non-adjustment of Advance Rs.4100.00 in General Cash Book:-**

Name of the Govt. Servant	Date of Advance	Purpose	Amount
Sri A K Mishra	8.5.09	Advance TA	Rs.500.00
B N Murmu	25.3.2000	Utkal Divas 2000	Rs.2000.00
Sri N Mohammad (transferred)	6.1.2000	Videography charges	Rs.1600.00
		Total	Rs.4100.00

The amount of Rs.2000.00 was drawn vide Bill No. 93/2000-01 on 23.2.01 but not adjusted in the Cash Book so far.

N.Mohammad has not furnished Vouchers / SRs in support of advance taken on 6.1.2000 Rs.1600.00 so far. The DIPRO has not taken any action to recover the long outstanding advances rolling as such for last 8 years.

Steps may be taken to adjust / recover the outstanding advances.

**d- Bank Reconciliation:-**

The DIPRO Bargarh has not prepared Bank Reconciliation Statement in the Cash Book. The Bank Scroll could not be made available to audit.

**e- Purchases not supported by Stock entries in the Stock and Store registers:-**

Detailed audit for 3/08 and 3/09 revealed that Stationery Articles worth Rs.4024.00 as detailed in the Annexure – 'A' for the month of March



(4)

2008 Rs.1933.00 and March 2009 Rs.2091.00 were not entered in the Stock Register nor Stock entry certificate recorded on the voucher so far. In reply the DIPRO simply noted the instruction. The materials so purchased may be accounted for and compliance reported to audit.

f- The Bill wise / TV wise analysis of the closing balance has not been worked out and recorded in the Cash Book since inception to date so far (10/2009). This may be ensured.

**3- Difference in CB/OB resulting in suspected misappropriation of Cash Rs.2000.00 on 20.2.2007:-**

Check of CB / OB of the General Cash Book revealed that Rs.2000.00 was suspected to be misappropriated by reducing closing balance on 20.2.2007 at Page 65 as detailed below.

Page 64 /12.2.07	CB Rs.12505.00 ✓	Cash Rs.8605.00
		Voucher Rs.3900.00
Page - 65 /20.2.07 ✓	OB = 12505.00	
	Receipt = 9622.00 ✓	
	Paid = 9622.00 ✓	
	CB = 10,505.00	Cash = 6605.00
	CB showed be Rs.12505.00	Voucher = 3900.00
Page - 66	OB = Rs.10,505.00	10505.00

The Cash component of Rs.8605.00 on 12.2.07 CB was reduced by 2000 on next date as 6605.00 20.2.07 CB and OB of Rs.10,505.00 was accounted for at Page 66 <sup>cb</sup> of the Cash Book instead of actual CB of Rs.12,505.00 on 20.2.07. This had resulted is shortage of Cash to the extent of Rs.2000.00. (The above shortage of cash has not been rectified so far.

(3)

In reply to audit query it was noted for rectification / recovery.

The Cash of Rs.2000.00 suspected to be misappropriated on 20.2.2007 by reducing the cash component may be recovered and accounted for in the Cash Book and compliance reported to audit.

**4- Non-utilisation of Rs.20000.00 on Organisation of Interactive Workshop on RTI Act 2005:-**

A sum of Rs.20000.00 was received from the Secretary to State Orissa Information Commission, Bhubaneswar as detailed below for organizing Interactive Workshop on Right to Information Act 2005.

Date	BD No. and Date	Amount	Date of credit to DDO's Current A/C
11.8.08	115914/30.3.08	Rs.10, 000.00	1.9.2008
13.1.09	557105/4.12.08	Rs.10, 000.00	13.1.09

The above amount has been rolling as such in DDO's Current Account as on 29.10.2009 without utilisation for the specified purposes.

The DI, PRO did not give any reply on non-utilisation of the above amount.

The amount may either be utilized or refunded to the authority concerned and compliance reported to audit.

**PART - III**

A Test Audit Note containing the minor and procedural irregularities noticed during the course of audit was separately issued on the spot. The compliance to this test audit note may please be shown to next audit along with relevant records for necessary action.

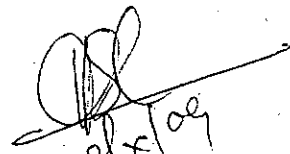
  
22/12/09  
Sr. Audit Officer.

For the year 2008-09

District Information &  
Public Relations Officer  
BARGARH

(2)

No	Name of the Firm	Name of the articles	Bill No & Date	Amount
01.	Mejorial Texco	Napkin 2 Powel. 8 Ties 2	41 9.3.09	Rs 902.00
02.	Pradhan Book Store	Pen Sharp 1 Erex-ox 1 Ink 1 Refill 2 xerox paper 1	NO rec dt 20.2.09	Rs 473.00
03.	Balaji Traders.	Tube 4 Tube frame 1 set 2000 bulb. Gaster	NO rec dt 7.3.09	Rs 500.00
04.	Pradhan Book store	Correction fluid 1	NO rec dt 3.1.09	Rs 25.00
05.	Laxmi Hand Paper.	Nail 2009	NO rec dt 21.8.09	Rs 16.00
06.	Received from Goura Kans. Para.	clay pot etc etc dt 20.2.09	NO rec dt 20.2.09	Rs 75.00
07.	Received from Bhaskar Bancher of Nepali	Boon stick	NO rec dt 25.2.09	Rs 100.00 <u>Rs. 2091.00</u>

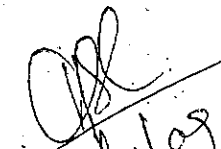
  
28/1/09

AAO/CSAP-11

(B.A.G's audit party)

For the year 2007-08

S/No	Name of the Firm	Name of the articles	No/No. of date	Amount
01.	Poplani Collection	Ceeshon	No 27424 dt 06.03.08	Rs. 106.00
02.	do —	T. Povel 2 T. Povel 2 Tabel 6	No 27423 dt 06.3.08	Rs. 876.00
03.	Pata Korana Store Bargarh.	clay pot. 3 Potam stick 5 Plywood 1	No net dt 2.1.08	Rs. 209
04.	Pradhan Book Store Bargarh.	Calculator 1 Stampad. Pen Stand. pen xerox paper Stampad Ink Refill.	No 44 dt	Rs 742.00 <hr/> Rs 1933.00

  
28/1/09  
AAD / CSAP-11  
P.S. A.G.'s Audit Party