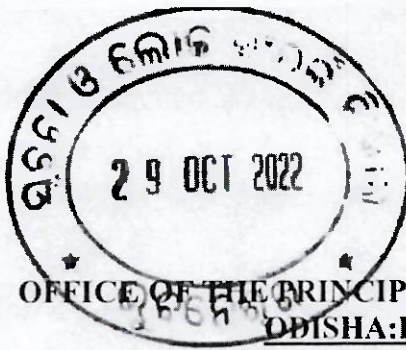


C-6281



Dy-899/FS
5/11/22

10

No.AMG-V/IR No.145/2022-23/552

Date:26.10.2022

To

The District Information and Public Relations Officer,
Nabarangapur-764059

Sub: Issue of IR No.145/2022-23 on the accounts of the District Information and Public Relations Officer, Nabarangapur.

Sir,

I am directed to forward herewith the Inspection Report No.145/2022-23 relating to your establishment. The Inspection Report has been prepared on the basis of information furnished and made available by your establishment. The office of the Principal Accountant General (Audit-I), Odisha, Bhubaneswar disclaims any responsibility for any misinformation and/ or non-information on the part of the auditee.

The reply to the Inspection Report along with confirmation of the facts and figures may please be furnished to this office within four weeks from the date of receipt of the letter.

The receipt of the Inspection Report may please be acknowledged.

Yours faithfully,

Sd/-

Senior Audit Officer /AMG-V

Encl.: As above

Memo No.AMG-V/IR No.145/2022-23/553

Date:26.10.2022

Copy along with the copy of IR.No 145/2022-23 forwarded to the Dy. Director of Information and Public Relations (Southern Division), Berhampur-760001 for information and necessary action. He is requested to direct the District Information and Public Relations Officer, Nabarangapur to comply on the Inspection Report immediately.

Sd/-

Senior Audit Officer /AMG-V

Memo No.AMG-V/IR No.145/2022-23/554

Date:26.10.2022

Copy along with the copy forwarded to the Principal Secretary to Govt. Information and Public Relations Department, Govt. of Odisha, Bhubaneswar- PIN-751001 for information and necessary action. He is requested to direct the District Information and Public Relations Officer, Nabarangapur to comply on the Inspection Report immediately.

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)

ODISHA:: BHUBANESWAR-751001

INSPECTION REPORT NO. 145/2022-23

Name of the accounts audited:	Compliance Audit on the accounts of the District Information and Public Relations Officer, Nabarangpur		
Period of accounts audited	April 2010 to March 2022		
Time taken for audit	7 th September 2022 to 13 th September 2022 (five working days)		
Name & designation of the officer in charge of accounts (DDO)/ Head of Office	Name & designation	From	To
	Sri B Bhujanga Rao, DIPRO	16/7/2008	6/2/2015
	Sri H. Nial, DIPRO	06/2/2015	Till date
Next Higher Authority	Deputy Director, I&PR Department, Odisha, Berhampur		
Name of the officials/ officers who conducted audit	Shri H. Sahoo, AAO (C)		
Name of the supervising Officer:	Shri N. C. Rout, Senior Audit Officer		
Scope of audit:	A test check and general examination of accounts, records pertaining to the period covered under audit, u/s 13 of C&AG's(DPC) Act 1971.		

PART-I

1. Introductory:

The District Information & Public Relations Officer, Nabarangpur works as connecting link between Departments in the District Administration and various stakeholders including Media by sharing relevant information. This office informs the public on the plans, policies and programmes of the State Government and works to ensure people's participation in the successful implementation of different developmental programmes and schemes. It takes responsibilities of organizing various days of National, State & Local importance which include celebrations & observations of birth & death anniversary of eminent persons. The office is equipped with one Information Centre cum Reading Rooms to disseminate information and enrich the intellectual growth of the society through books, magazines, newspapers and other informative literatures.

The DIPRO, at present is assisted with 5 staffs against sanctioned strength of 8 personnel including three peons. Out of the 5 staff, one is deputed from Revenue Department to implement different awareness activities of different programmes and schemes.

1.1 Audit criteria

The audit findings were bench marked against the following criteria:

1. Odisha Government Financial Rules
2. Odisha Treasury Code
3. Odisha Advertisement Policy, 1998 as amended from time to time
4. Instructions, guidelines, circulars issued by Government of Odisha

1.2 Financial profile

During the period 2017-18 to 2021-22, funds of ₹18585382 was allotted of which ₹16219675 was utilized, while ₹ 2365707 was surrendered. The year-wise details were as under:

(Amount in ₹lakh)

Year	Allotment	Expenditure	Surrender	Balance
2017-18	3817288	2668169	1149119	0
2018-19	4267400	3638175	629225	0
2019-20	3895046	3390683	504363	0
2020-21	3145385	3102385	43000	0
2021-22	3460263	3420263	40000	0
Total	18585382	16219675	2365707	0

The above table showed that an amount of Rs. 2365707 could not be utilized and remain unspent during the period 2017-22 out of which majority of the fund pertained to the period 2017-18 to 2019-20.

1.3 Scope of Audit

Compliance Audit was conducted during 07-9-2022 to 13-9-2022 covering the period from April 2010 to March 2022 with general examination of accounting records for the period covered under Audit u/s 13(1) of C&AG's (DPC) Act 1971. The audit was conducted adhering to the provisions contained in C&AG's Regulations on Audit and Accounts 2020 and as per the Auditing standards prescribed by the C&AG of India.

1.4 Detailed Audit

Detailed audit for the months of March 2018, August 2019 and March 2022 were conducted.

1.5 Entry and Exit Conference

As per provision of C&AG's Regulation on Audit & Accounts 2020 (Regulation 132), an entry meeting was held between the District Information and Public Relations Officer, Nabarangpur and Audit party members on 7th September 2022 wherein the objective, scope and criteria of Audit were discussed. The findings of Audit were discussed in an exit meeting between the Audit party and the DIPRO on 13th September 2022.

PART-II (Audit Findings)

PART-II-(A)(Significant Audit Findings)

NIL

PART-IIB/Other incidental Audit Findings)

2. Blockage of Rs 31095/- for non-sale of price publications (Reference Number: OBS-410300)

To create awareness among the people about the Art, Science, Commerce and Culture of Orissa, Govt. of Orissa in I&PR Department published the monthly magazines like Utkal Prasanga , Orissa Review, Special issues of Jagannath Janan and Orissa Reference Annual and supplied to the Dy. Directors, I&PR and DIPROs for sale to the public at the prescribed rate i.e. Utkal Prasanga and Orissa Review @ ₹5.00 per copy, Jagannath Janana @ ₹ 10.00 per copy and Orissa Reference Annual @ ₹ 100.00 per copy.

Test check of records maintained by the DIPRO, Nawarangpur revealed that the DIPRO had received a series of copies of priced publications between 03/2010 and 08/2022 from I &PR Department for sale during festivals and exhibitions in the district. As per the rate prescribed by Government for sale of publications, Rs 75,560/- was realized by the DIPRO Nawarangpur and the sale proceeds was deposited in Government account through Trasury challen in different periods under the Head "0058- Stationery printing-800- other receipts". However, further scrutiny of records revealed that 1940 copies of priced publications were still lying unsold with the DIPRO, Nawarangpur till the date of audit i.e 07/09/2022. Due to non- selling of available copies of publications , there was a blockage of revenue to the extent of Rs 31095/- as detailed in Annexure –A . Adequate efforts were not found to have been taken by the DIPRO for achieving the cent percent target in selling of supplied copies of priced publications. No communications were also found to have made with Hqrs explaining the constraints in selling the booklets. The unsold magazines could have been returned to Hqrs for making it saleable through other DIPROs. In reply, it was stated (September 2022) that efforts would be taken for sale of unsold magazines soon.

Recommendations: In future, the unsold magazines may be diverted to other DIPROs to make them saleable taking approval of the Department and intimated to Audit.

3. Non deduction of TDS (GST & IT) amounting to Rs. 30,511/- from the vendor(Reference Number: OBS-410321)

As per Section 51 of the CGST Act 2017 read with CGST Rule 66, the TDS is to be collected at the rate of 2% on payments made to the supplier of taxable goods and/ or services, where the total value of such supply, under an individual contract, exceeds Rs. 2,50,000. No deduction of tax is required when the location of the supplier and place of supply is different from the state of registration of the recipient.

Further, section 194C of IT speaks about TDS at the time of payment to contractors for carrying out any work @2% from the supplier having PAN number and 20% without any PAN number.

Verification of Hoardings files/ records of DIPRO, Nawarangpur, revealed that M/s Central Book Depot & Printing press was awarded the work of printing and mounting of 239 number of hoardings at different block areas and Municipalities of Nawarangpur Districts Under Biju Swasthya Kalyana Yojana as a part of IEC (Information, Education and Communication) activity of the Government @ 43 rupees per sqft. including GST.

On completion of the work, the vendor submitted the bill on 23/1/2019 of Rs.13,07,176 which was later restricted to Rs. 9, 83,800/- because of use of different material in the work against the specification awarded in the contract. In other three occasions also, the same vendor was paid Rs.3,87,000, Rs 94,598, and Rs. 60,200 as detailed in the table given below;

Non-recovery of TDS on GST and IT from the vendor

Vr no/ invoice No.	Amount paid (Rs)	Amt of GST included @ 18%	TDS on GST @ 2%	Amount without GST	TDS @ 2%	Total TDS recoverable(Rs)
	A	B	C= 2% on B	D= (A-B)	E =2% on D	F =(C+E)
99/18-19	983800	150011	3000	833729	16675	19675
201/20-11-17	387000	59034	1181	327966	6559	7740
209/5-3-18	94598	14430	289	80168	1603	1892
430/2-8-18	60200	9183	184	51017	1020	1204
Total	1525598	232658	4654	1292880	25857	30511

However, it was found that in the total payment of Rs.1525598, TDS in any form was not collected from the vendor. The GST amount in the total payment comes to Rs.232658 and accordingly the TDS on GST @ 2% amounting to Rs. 4654/- could have been collected to

ensure the deposit of GST in govt. exchequer. Further, TDS on IT amounting to Rs. 25857/- was also not deducted from the bills of vendor. The deduction of TDS on IT and GST could have ensured the compliance of filling of IT return and GST return of the vendor.

In reply, the DIPRO stated (September 2022) that audit comments would be noted for future guidance.

Recommendations- Necessary steps may be taken to recover TDS on IT and GST from the supplier under intimation to Audit.

4. Improper recommendation of beneficiaries under Gopabandhu Working Journalists "Health Insurance Scheme" (Reference Number: OBS-409091)

The Odisha State Working Journalists Health Insurance Scheme-2016 was launched on 18 December 2016 in the State to provide health insurance facility to the working journalist. The scheme is applicable to the family members of eligible journalists including spouse and three dependents. The scheme was applicable to the accredited journalists/correspondents/ journalists of approved Newspapers/ Periodicals/ Electronic Medias/ Web Medias/ News Agency as identified by Govt. from time to time. The details of journalists applied for the assistance under the scheme vis-a-vis sanction of the scheme thereto during the period 2019-20 to till date is as given below:

Year	Application Received	No. of Applications recommended	No. of Journalists sanctioned the scheme
2019-20	73	73	73
2020-21	150	150	150
2021-22	126	126	123
2022-23	184	184	Yet to be approved

Scrutiny of records revealed that the applicants applying for the scheme used to collect and submit the bonafide certificate of working journalist along with the application in given format. The DIPRO office compiled the list to recommend all the total candidates for the schemes based on the certificate submitted by them. The DIPRO never verified the authenticity of the certificate from the source. In absence of such, the extension of benefits under the scheme to the un-deserving candidates could not be ruled out.

Hence, the veracity of the certificate submitted should have been ensured from the concerned news agency before compiling the list and recommending thereof. While noting the audit comments, the DIPRO stated (September 2022) that effort would be taken to scrutinize the eligible journalists before recommending their names for the Gopabandhu Working Journalist Health Insurance Scheme coverage.

Recommendations: Adequate scrutiny may be made before recommending the names of the journalists for the Insurance scheme and intimated to Audit.

5. Physical verification of library books (Reference Number: OBS-410308)

As per Rule 215 of GFR 2017, complete Physical verification of books should be done every year in case of libraries having not more than twenty thousand volumes. Loss of five volumes per one thousand volume of books issued/ consulted in a year may be taken as reasonable provided such losses are not attributable to dishonesty or negligence. However, loss of book of a value exceeding 1000/- and rare books irrespective of value shall invariably be investigated and appropriate action taken.

Scrutiny of Library index register revealed that there are 2819 number of books in the ICRR of DIPRO, Nawarangpur and 1360 odiya books of Sahitya Academy. The index registers were opened way back 15.8.1997, but since then no annual physical verification of books has been taken place.

Non- verification of books could lead to missing of books. The fact has more relevance when the caution money of the members has been kept as low as Rs 20 /- only and the number of members are 160 as on 08.09.2022.

In reply (September 2022), to the reasons for not taking up physical verification of books, it was stated that physical verification of library books would be taken up soon.

Recommendations: As per the existing provisions of GFR, physical verification of books may be made and results of verification be communicated to the concerned authorities under intimation to Audit.

6. Maintenance of Cash Book and Management of Cash (Reference Number: OBS-410459)

The District Information & Public Relations Officer, (DIPRO) Nabarangpur maintained one General Cash Book and PA Cash Book each to record the transactions of the DIPRO, Nabarangpur. The cash books were closed with ₹113900.00 and ₹5399.50 as on 31.03.2021 and 31.03.2022 respectively. Mode of keeping of closing balance of cash book as on 31.03.2022 were as detailed in the table below:

Date	Name of Cash book	Cash in hand	Current Account	Advance	Paid Voucher	Total Closing balance
31.3.2021	General	0.00	109550.00	3600.00	0	113150.00
31.3.2021	PA	275.40	-	474.60	0	750.00
31.3.2022	General	0.00	1049.50	3600.00	0	4649.50
31.3.2022	PA	275.40	-	474.60	0	750.00

On general review of cash book and other relevant documents, Audit observed the following:

The difference of Rs. 3600 is due to the non-adjustment of advance of Rs. 3600 since 2002. Scrutiny of records revealed that one paid voucher of Rs. 3600 was not passed and cancelled for payment since long. As the head of advance could not be ascertained the same was lying unadjusted. However, considering the long tenure of the matter and equal amount of paid voucher not entered in the cash book, the same should be neutralized to tally the balance of cash book with bank book. The current account may be converted to flexi account as per the orders of the Finance Department so as to earn higher rate of interest to balance the ways and means position of the Government.

Further, the cash balance of PA cash book contained a long pending advance Rs.474. The non-adjustment of the above advance may be sorted out with vouchers and immediate recoupment of the fund.

Procedural irregularities in maintenance of cash book

- (a) Surprise verification of cash balance is to be conducted by the DDO at regular intervals as per Note (6) below S.R. 37 (viii) of OTC Vol-I but the same had not been carried out by the DIPRO during the period covered in Audit.
- (b) As required under SR-235 of OTC Vol-I, the pay bill registers should be reviewed monthly by a gazetted officer. However, Audit noticed that the same had not been carried out during the period covered in Audit.
- (c) Non analysis of closing balance of cash books-As per GOFD Memo No-31-3189(48/I) dated 6.2.60 and 28962 dt 11.3.65 bill wise, age wise and purpose wise analysis of closing balances should be worked out at the end of each month. However, it was revealed that analysis of closing balances was not done regularly at the end of each month.
- (d) As per SR 37(vi) an erasure or overwriting of an entry in the cash book is strictly prohibited. If a mistake is occurred, it should be corrected by drawing the pen through the incorrect entry and inserting the correct one in red ink between the lines. The DDO should initial every such correction and invariably date his initial. It was noticed that cuttings/over writings were made in different dates i.e page no. 115, 114, 118 and 101 etc, in the cash book without the dated signature of DDO and Accountant.
- (e) All the receipts and payments of the office should be routed through the cash book. Scrutiny of records of library cum reading room revealed that the revenue realized from

sale of newspapers and magazines were directly deposited in the government treasury without any correspondent entry in the cash book.

In reply, the DIPRO stated (September 2022) that audit comments were noted for future guidance.

Recommendations: The Current Account may be converted to flexi account as per the Government instruction and provisions of the OTC/OGFR may be adhered to strictly under intimation to Audit.

PART-III

(Follow up on findings outstanding of previous Inspection Reports)

IR No/ Year	Paras outstanding		Paras settled	Paras outstanding after settlement	
	Part IIA	Part IIB		Part IIA	Part IIB
183/2002-03	Nil	3		Nil	3
198/2010-11		2, 3 (i), (ii) & (iii)	2, 3 (ii)		3(i)(iii)

Persistent irregularities:

- Non conduct of physical verification of stock and store
- Non-maintenance of asset register

PART-IV (Best Practice)

PART-IV

Best practice: Well maintenance of Reading Room cum Library and release of payment after physical verification of work done through a committee

PART-V (Acknowledgement)

Disclaimer: The Inspection Report has been prepared on the basis of information furnished and made available by DIPRO, Nabarangpur. The Office of the Pr. Accountant General (Audit-I), Odisha disclaims any responsibility for any misinformation and/ or non-information on the part of the audited entity.

Acknowledgement: Audit appreciates the cooperation extended by the staff and Officers of the District Information and Public Relations Office, Nabarangpur in producing the records and furnishing information to Audit.

Handwritten signature and date: 26/10/22

Deputy Accountant General/AMG-V

Annexure –A

Name of Publication	Sell price per copy in (Rs)	Copies rem ained unsold	Amount (Rs) of unsold copies
UtkalPrasanga	5	531	2655
Orissa Review	5	1090	5450
JagannathJanana	10	99	990
Odisha reference Annual -2017	100	58	5800
Odisha -2018	100	12	1200
Special Edition UtkalPrasanga (released during Nabakalebara)	100	86	8600
Special edition Odisha Review (released during Nabakalebara)	100	64	6400
Total		1940	31095