

**DIRECTORATE OF LOCAL FUND AUDIT, ODISHA**  
**TREASURY AND ACCOUNTS BHAWAN, UNIT-III,**  
**KHARAVEL NAGAR, BHUBANESWAR**

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No 14154 /DLFA., Date 03/09/13 /  
DLFA(Prog)-XIV-Aud- 06/2013

To

All District Audit Officers,  
Local Fund Audit, Odisha.

Sub: Holding of Meeting of the District Level Audit Settlement and Monitoring Committee.

Madam/Sir,

In inviting a reference to the above cited subject and enclosing a copy of Government Resolution No 28110/F dated 31.08.2013, I am directed to say that State Government have constituted District Level Audit Settlement and Monitoring Committees in each district under the Chairmanship of the Collector of the district concerned. The District Audit Officer has been made the Member Convenor of the committee. The broad objective of the committee is to monitor the audit compliances and make suitable recommendations for settlement of outstanding audit paras.

2. The committee should meet at least twice in a year, preferably once in the month of January and again in June every year. The District Audit Officer should convene the meeting with prior consultation with the Collector concerned. Besides the members of the committee, the heads of the auditee institutions like the Chief Executive Officer of the Zilla Parishad, Block Development Offices, Executive Officers of the ULBs and Development Authorities/ Improvement Trusts, Comptroller of Finance of the Universities etc. should be invited to the meeting, so that issues of pending Paras relating to such Organisations can be discussed in the meeting.

3. The minutes of the meeting should be recorded and circulated to all Members with a copy to the Directorate of LFA after approval by the Chairman.

4. The Agenda of the meeting shall include as hereunder:-

- I. Welcome Address by member convenor.
- II. Introductory remarks by Chairman.
- III. Review of status of pending paras.
- IV. Issues relating to production of accounts to audit, submission of timely compliance by auditee institutions, service of notices on delinquent officials, finalisation of recovery proceedings etc.
- V. Any other points with permission of the Chair.
- VI. Vote of thanks.

5. The District Audit Officer, being the member convenor, should arrange folders and refreshments for the meeting as per Government norms and the expenditure on this account shall be met from the office contingency.

6. The District Audit Officers should take this opportunity to resolve all pending issues with the District Administration and the Auditee Institutions. The first meeting of the Committee may be convened during the month of September or the 1<sup>st</sup> week of October this year depending upon the convenience of the Collector of the District concerned. The DAOs having jurisdiction over more than one Revenue District may chalk out the meeting schedules accordingly.

Yours faithfully,

  
Deputy Director 03/09/13

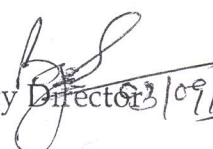
Memo No 14155 /DLFA.,Dt 03/09/13 /

Copy forwarded to the Deputy Secretary to Government, Finance (LFA) Department for information with reference to Memo No 28114 dated 31.08.2013.

  
Deputy Director 03/09/13

Memo No 14156 /DLFA.,Dt 03/09/13 /

Copy forwarded to All Officers of DLFA for information and necessary action.

  
Deputy Director 03/09/13

21/9/13

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GOVERNMENT OF ODISHA  
FINANCE DEPARTMENT

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No. FIN-LFA-AUDIT-0004-2013- 28110 / F.

RESOLUTION

Bhubaneswar, dated the 31<sup>st</sup>, August, 2013

Sub:- Constitution of Audit Settlement and Monitoring Committees at District and State Level for settlement of Local Fund Audit paras.

It has been noticed that the Auditee Institutions are not taking interest in furnishing prompt replies to the objections raised by Auditors at the time of Audit and side by side do not submit compliance to the Audit Reports issued by the Local Fund Audit Organisation. This has resulted in accumulation of large number of Audit Paras awaiting settlement. Hence, it is decided to form Audit Monitoring Committees both at District Level and State Level for taking effective steps in settling the Outstanding Audit Paras. The constitution and functioning of the Committees shall be as here under:-

**District Level Audit Settlement & Monitoring Committee :-**

1. **Constitution:-**

There shall be a District Level Audit Settlement & Monitoring Committee in each District for settlement of Audit Paragraphs in respect of all the Auditee Institutions of the concerned District, viz. Panchayat Raj Institutions, Urban Local Bodies and other Auditee Institutions.

The District Level Audit Monitoring Committee shall be consist of:

- (i) Collector of the District.
- (ii) District Education Officer.
- (iii) District Audit Officer.
- (iv) District Panchayat Officer.

The Collector shall be the Chairman of the Committee and the District Audit Officer shall be the member convenor. However, the Collector may nominate one of the ADMs to chair the meeting in his absence.

2. **Meetings:**

The Meeting of the District Level Audit Settlement and Monitoring Committee shall be convened atleast once in six months at the Head Qrs. of the concerned District.



**3. Transaction of Business:**

Details of pending Audit Reports and Paras thereof shall be finalized by the District Audit Officer concerned and copies of the same shall be presented to all concerned well in advance.

**4. Power to summon:-**

The District Level Audit Monitoring Committee can summon the Secretaries and Executive Authorities of the Local Bodies concerned for submission of compliance and attend the meeting of the Committee.

**5. Constitution of Sub-Committee:-**

Wherever necessary, District Level Officers of various Departments may be invited by the Committee to discuss Audit Reports of Local Fund Audit pertaining to such Departments.

**6. Settlement of Audit Paras:-**

In the Monitoring Committee Meeting the details of pending paras along with remedial action taken for settlement of Audit Paras shall be discussed and suitable decisions shall be arrived at.

**7. Recommendations and Report of the Committee:-**

The decisions along with suggestions/recommendations and detailed report of the Committee on pending paras shall be forwarded to the Director, Local Fund Audit for consideration of the paras for settlement.

**State Level Monitoring Committee:-****1. Constitution**

There shall be a State Level Monitoring Committee to review the settlement of Audit Paragraphs in respect of all the Auditee Institutions of the State relating to Local Fund Audit Organisation and suggest suitable action on cases of non-compliance.

The State Level Monitoring Committee shall consist of:

- (i) Secretary to Government, Finance Department
- (ii) Secretary to Government, Panchayati Raj Department
- (iii) Secretary to Government, Housing & Urban Development Department
- (iv) Secretary to Government, Higher Education Department
- (v) Secretary to Government, School & Mass Education Department
- (vi) Director, Local Fund Audit
- (vii) Special Secretary/Additional Secretary, in charge of Local Fund Audit.

The Secretary to Government, Finance Department shall be Chairman of the Committee and the Special Secretary/Additional Secretary in charge of Local Fund Audit shall be the Member Convenor.

**2. Meetings:-**

The Committee shall be convened atleast once in a year. The State Level Monitoring Committee shall discuss in its meeting on the ATR submitted by the Director, Panchayati Raj, Director, Municipal Administration, Director, Higher Education, Director, Secondary Education to arrive at suitable decisions.

**3. Follow up Action on the Report of the Committee.**

The Director, Panchayati Raj and Director, Municipal Administration shall constitute a separate Cell in their respective Directorates under the supervision of a Senior Officer to deal with the compliances relating to Audit Reports pertaining to their organizations.

**4. Action Taken Report**

The cell formed as above shall, monitor and issue suitable directions for facilitating settlement of Audit Paras based on the report from the District Level Audit Settlement and Monitoring Committee. An Action Taken Report shall be prepared half yearly by the Cell and submitted to the Convenor with copy to the Director, Local Fund Audit Odisha. The report shall include the details of pending audit Reports and Paras, action suggested by the District Level Audit Settlement and Monitoring Committee, the details of paras and reports settled and details of action taken by the defaulting Panchayats/Municipalities and further suggestions/recommendations for clearance of paras. The Action Taken Report received by the Convenor of the State Level Steering Committee once in six months from the Director, Panchayati Raj, Director, Municipal Administration, Director, Higher Education & Director, Secondary Education shall be discussed in detail to suggest methods for early settlement of Audit Paras.

**5. Power to Summon:-**

Wherever necessary the implementing officers of the different Departments such as Panchayati Raj, H&UD, Higher Education, School & Mass Education & such other Departments concerned may be summoned by the State Level Monitoring Committee for compliance on the audit paras.

This will take effect from the date of issue of the Resolution.

Sd/-U.N.Behera

Additional Chief Secretary (Finance)

Memo No. 28111 /F., Date- 31/8/2013

Copy forwarded to the Director of Printing, Stationery and Publication, Odisha, Cuttack for publication in the next issue of Odisha Gazette.

He is requested to supply 100 copies of the gazette notification to Director Local Fund Audit and 50 copies to this Department for reference.

  
Deputy Secretary to Government

Memo No. 28112<sup>(2)</sup> /F., Date- 31/8/2013

Copy forwarded to the Accountant General (A&E), Odisha, Bhubaneswar/D.A.G. (SS-I), Odisha, Bhubaneswar for information and necessary action.

  
Deputy Secretary to Government

Memo No. 28113<sup>(5)</sup> /F., Date- 31/8/2013

Copy forwarded to Panchayati Raj Department/Housing & Urban Development Department/Higher Education Department/School & Mass Education Department/Law Department for information.

  
Deputy Secretary to Government

Memo No. 28114 /F., Date- 31/8/2013

Copy forwarded Director, Local Fund Audit, Odisha, Bhubaneswar for information and necessary action. He is requested to circulate the notification to all concerned.

  
Deputy Secretary to Government

Memo No. 28115<sup>(39)</sup> /F., Date- 31/8/2013

Copy forwarded to All Collectors for information and necessary action.

  
Deputy Secretary to Government

Memo No. 28116 /F., Date- 31/8/2013

Copy forwarded to Head State Portal Group, I.T. Centre, Secretariat for hosting in the Odisha Government Website-www.odishagov.ocac.in Finance Department.

  
Deputy Secretary to Government