

No. EDN-HE(S)C(15)-323/2017-18-Audit  
Directorate of Higher Education  
Himachal Pradesh,

Date: Shimla-171001, the 11 May, 2017

- To:
1. All the Principals Govt. Degree Colleges/Sanskrit Colleges in H.P.
  2. All the Deputy Directors, (Hr. Edu.) in H.P.
  3. The Group Commander NCC Group Headquarters, Shimla-171004.
  4. All District Libraries in Himachal Pradesh
  5. The Central State Library, Solan, HP.

Subject: Meeting of Ad hoc Committee (on 13 & 14 September 2017) for settlement of A.G (Audit) paras.

The Ad hoc Committee Meeting is held every year for settlement of Audit paras. This year the meeting is slated for 13<sup>th</sup> & 14<sup>th</sup> September, 2017. During this meeting, all types of outstanding A.G. (Audit) paras related to recovery of over payments, losses to State Government, writing off of various dues or expenditure incurred without proper sanction of the competent authority are to be considered for settlement.

It has come to the notice of the undersigned that there are large number of pending audit paras/Test Audit Notes (TANs) & Inspection Report for settlement in educational institutions/offices. Some field officers/officials attend Audit related/Ad hoc Committee meetings without bringing relevant record/material, Original Audit Reports, due to which the paras remain unsettled. This be taken care of.

In order, to ensure that maximum number of Audit paras/TANs/ Inspection Reports are got settled during the Ad hoc Committee meeting to be held on dated 13/14 September 2017, it is directed that necessary steps viz effecting recovery of overpayments, seeking sanction of competent authority for procedural lapses/settlement of budget (obtaining sanctions etc. be initiated immediately. In this regard guidelines, if required can be taken from the 2017, periodically).

A list of all (Total) A.G. (Audit) pending paras/TANs/ Inspection Reports of the institutions & offices, as the case may be, shall be prepared in institution/Office concerned register on following proforma with example:-

Sr. No.	Period of inspection report/TAN	Para No.	Abstract of para	Latest position
1	4/26 to 6/05	2	Recovery of overpayment	Recovery made vide ty. challan No.
	du.	4	No conciliation with treasury	Reconciliation now carried out
	7/05 to 6/10	1	HRA overpayment	Made for yet to be made.

The Deputy Directors (Hr. Edu.) of each District(s) may, as per necessity, call meeting(s) of Heads of Institutions by giving written communications/reminders which have pending AG (Audit) paras to prepare them for getting their audit paras/TANs ready for settlement, so that when the Ad hoc Committee meeting is attended, Section Officers (F&A) of the District concerned get most of the audit paras of their District Offices and that of the institutions under their control, settled.

The Group Commander, NCC Group Headquarters, will take similar action (i.e. as in the preceding para) in respect of all the NCC Companies/Battalions/Units, under his command and consolidate their information for settlement of AG (audit) paras during Ad hoc meeting.

A meeting of DDOs (HE/S.Os. (F&A) of other institutions' offices' Heads, will be convened at the Directorate level on 15-06-2017 for district Chamba, Kangra, Una & Hamirpur 16-06-2017 for district Kinnow, L&Spiti, Mandi & Bilaspur and 17-06-2017 for district Kullu, Sirmour, Shimla & Solan to advise/guide them to preparedness for ensuring settlement of maximum A.G. (Audit) paras which is to be brought on the above proforma. This letter shall be got noted from the Head of Office(s)/institutions invariably.

(s.d.)  
(Dr. B.L. Virdi)  
Director of Higher Education  
Himachal Pradesh

Encls. No. Even dated Shimla-1 the May, 2017  
Copy for information and necessary action to:-

1. The Principal Secretary (Education) to the Govt. of H.P. Shimla-2, W.r.t. letter No. shiksha-II-Ga(15)-9/2010 dated 26-04-2017.
2. The Addl. Chief Secretary (Fin) to the Govt. of H.P. Shimla.
3. Principal Accountant General (Audit) Himachal Pradesh Shimla-171003.
4. The In-charge, IT Cell, Directorate of Higher Education HP Shimla to upload this letter on departmental website.

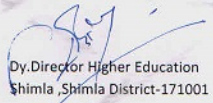
(s.d.)  
Joint Controller (F&A)  
Directorate of Higher Education  
Himachal Pradesh



o/o the Dy. Director Higher Education  
Shimla ,Shimla District-171001

Endst. no. Shiksha-Shimla(1-6)3/15-16 Dated: Shimla-1 the 18<sup>th</sup> May,2017  
Copy to:-

1. All the Principal/Headmaster GSSS/GHS in Shimla Distt. are directed to submit the annotated reply of outstanding AG(Audit)paras alongwith relevant documents personally or through the person who is well aware about pending audit paras to this office on or before 03/06/2017 positively. Please treat it most urgent and make efforts at your own level to settle the maximum number of outstanding audit paras during Adhoc Committee meeting on priority basis. Any lapse in the matter will be viewed seriously and action will be initiated against defaulters.
2. The Director Higher Education Himachal Pradesh Shimla-1 for information please.

  
Dy. Director Higher Education  
Shimla ,Shimla District-171001