

Delhi Urban Shelter Improvement Board
(Internal Audit Branch)

B. & F.O. (DUSIB) IP
Diary No. R/1282
Date 21/7/2020

Dated: 1-7-2020

NO: K/50/2015/ Finance/AO(IA)/D-308

OFFICE ORDER

The Member (Finance) vide his orders dated 19.6.20 has approved the internal audit programme for the year 2020-21 in respect of DUSIB offices, the internal audit will be taken up by three audit parties as per audit schedule.

| S. No | Audit schedule | Audit party-1 | Audit party-2 | Audit party-3 |
|-------|--------------------------|--|----------------------------------|--|
| 1. | 22.06.2020 to 17.07.2020 | C-1 01.04.2018 to 31.03.2019 | E-3 01.04.2012 to 31.03.2017 | C-9 01.04.18 to 31.03.19 |
| 2. | 27.07.2020 to 21.08.2020 | E-1 01.04.2018 to 31.03.2019 | C-10 01.04.2017 to 31.03.2019 | A.O (HQ) 01.04.2012 to 31.03.2017 |
| 3. | 31.08.2020 to 25.09.2020 | Circle-I 01.04.2017 to 31.03.2019 | C-4 01.04.2017 to 31.03.2019 | Land Section 01.04.2012 to 31.03.2019 |
| 4. | 05.10.2020 to 30.10.2020 | C-3 01.04.2017 to 31.03.2019 | C-2 01.04.2012 to 31.03.2017 | E-3 01.04.2017 to 31.03.2019 |
| 5. | 09.11.2020 to 04.12.2020 | C-7 01.04.2018 to 31.03.2019 | C-11 01.04.2017 to 31.03.2019 | C.E-I 01.04.2017 to 31.03.2019 |
| 6. | 14.12.2020 to 08.01.2021 | C-2 01.04.2017 to 31.03.2019 | C-12 01.04.2017 to 31.03.2019 | Reh. Branch 01.04.2012 to 31.03.2019 |
| 7. | 18.01.2021 to 12.02.2021 | Circle-III 01.04.2017 to 31.03.2019 | C-5 01.04.2017 to 31.03.2019 | Horticulture 1.4.2018 to 31.3.2019 |

Members of Audit Parties:

Audit Party -I (Sh. Rajinder Kumar, A.O, [REDACTED], Sh. Sanjiv Handa, A.A.O)

Audit Party -II (Sh. Rajinder Kumar, A.O, Sh. Ram Niwas, A.A.O, Sh. Manoj Kr. Jain, A.A.O)

Audit Party -III (Sh. Rajinder Kumar, A.O, Sh. Pramod Kumar Singhal, A.A.O)

The above mentioned audit schedule is tentative and can be extended / reduced as per quantum/ volume of work of auditable units which will be decided by concerned Dy. CA/B&FO in consultation with internal audit party. The audit report of internal audit parties will be finalized & issued after taking approval of the Dy.CA incharge / BFO (DUSIB). All the head of offices are requested to make necessary sitting arrangement (as per above mentioned audit programme) for the internal audit parties and also provide the necessary record pertaining to them as desire by audit parties.

Dy. Chief Accountant-II

Distribution:

1. C.E-I.
2. S.E-I, III
3. Director/ Dy Director (Land)
4. Director / Dy. Director (Reh)
5. Dy Director (Horticulture)
6. Ex. Engineer (C-1, 2, 3, 4, 5, 7, 9, 10, 11, 12)
7. Ex. Engineer (E-1, 3,)
8. Sr A.O (HQ)
9. Sh. Rajinder Kumar, A.O
10. Sh. Ram Niwas, A.A.O
11. Sh. Manoj Kr Jain, A.A.O
12. Sh Pramod Kumar Singhal, A.A.O
13. Sh. Sanjiv Handa, A.A.O

PA.
DD (system) M place
in website
Dept
FA
Audit

Diary No. 143 DOLIT-D
Date 31/7/2020
Computer Division (DUSIB)
Govt. of NCT of Delhi

Copy to:

1. Member (Finance) / for information please.
2. F.A (DUSIB) for information please.
- ✓ 3. B & FO (DUSIB) for information please.