

Reminder

**Directorate of Audit
Government of NCT of Delhi
4th level, 'C' Wing, Delhi Secretariat,
New Delhi**

Record Memo No.04

Dated :12.10.2022

Sub: The following record for the Audit period 2010-11 to 2021-22 may be provided to Audit on priority basis:

1. Grant in Aid received from Delhi Government for the period 2010-11 to 2021-22.
2. Copy of annual report 2010-11 to 2021-22.
3. Copy of utilization certificate the period 2010-11 to 2021-22.



(SHYAM SUNDER DHINGRA)
Inspecting Audit Officer
Audit Party No. 02

To,

The B&FO/ H.O.D.
DUSIB, Punarvas Bhawan
I.P Estate
New Delhi-110002

**Copy to Accounts Officer (I.A.)
Copy to DCA I&II**

**Directorate of Audit
Government of NCT of Delhi
4th level, 'C' Wing, Delhi Secretariat,
New Delhi**

Record Memo No.05

Dated :12.10.2022

Sub: Information/record regarding the Embezzlement of Rs 357086550.70

From the test check of financial statement provided by the Delhi Urban Shelter Improvement Board (DUSIB) for the period 2010-11 to 2013-14 it has been observed that the embezzlement amount of Rs 347138710.70 shown under the head current assets, loans, advances (scheduled-11) regarding of Slum Department and Rs 9947849 of JJ Department.

The department may provide the details/information/records of the above mentioned embezzlement of Rs 357086550.70 shown under the head current assets, loans, advances (scheduled-11) as per financial statement to the Audit party on priority basis.



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Record Memo No.06

Dated :12.10.2022

Sub: The following record for the Audit period 2010-11 to 2021-22 may be provided to Audit on priority basis:

1. Consumable and non-consumable stock register.
2. Property register
3. purchase files/record
4. AMC files/records
5. Details of vehicles along with logbook and history sheet
6. Files/records pertaining to Security and Sanitation



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New Delhi**

Dated: 12.10.2022

Record Memo No.07

The following information/record may be provided for the audit period 2010-11 To 2021-22:

1. LIST OF HOD

S.No	Name	From - To

2. LIST OF HOO

S.No	Name	From - To

3. LIST OF DDO :


S.No	Name	From - To

4. LIST OF CASHIER :

S.No	Name	From - To

5. Vacancy Statement :-

Group (A B C)	Sanctioned posts	Filled posts	Vacant posts


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New Delhi**

Dated: 12.10.2022

Record Memo No.08

Sub. Record/Information memo

The following details may be provided to audit for the period 2010-11 to 2021-22 on priority basis:

- 1) Details of staff who were on leave for full calendar month and more than one month during the audit period.

Sr. No.	Name	Designation	Period of leave		Total Month/ days	Recovery made, if any
			From	To		

- 2) Details of staff who were on Extra Ordinary leave during the audit period.

- 3) Detail of employees who have been allotted govt. Accommodation in the following format

NAME OF EMPLOYEE & DESIG.	Date of Allotment	Address of quarter	Allotted by PWD/Estate	Type of quarter	Deduction of license fee	Deduction of water charges

4) Detail of the officials/officers who are getting Family Planning Allowance.

S.N o.	Name & Designation	Date of sterilization	Scale of pay at the time of Sterilization	Family Planning allowance before 01.01.2006	Grade Pay	Amt. of FPA granted w.e.f. 01.09.2008 to till date

5. Detail of outstanding advances given to employees.



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