



# भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(पोत परिवहन, सड़क परिवहन और राजमार्ग मंत्रालय)

## National Highways Authority of India

(Ministry of Shipping, Road Transport and Highways)

जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली-110 075

G-5 & 6, Sector-10, Dwarka, New Delhi-110075

दूरभाष / Phone : 91-11-25074100/25074200

फैक्स / Fax : 91-11-25093507 / 25093514

एक्स. / Extn : 2223 / 2318 / 2468 / 2553

No. 11041/217/2007-Admn

24<sup>TH</sup> January, 2007

### POLICY MATTERS-ADMINISTRATION/FINANCE (05 /2007)

(Decision taken on Finance Division file No. NHAI/F&A)/Audit/Procedure/2006/1/13)

**Sub: Streamlining the procedure for submission of replies of the Inspection Report and Audit Paras to Government Audit Office- Setting up of Committee for expeditious disposal of Audit observations.**

As per the prescribed procedure for submission of replies of Inspection Reports of Resident Audit Party of Government Audit Office, the Project Director are required to submit the replies of Inspection Report to the concerned Technical Division at HQ. The concerned division at HQ examines these replies and ensure that appropriate replies of Inspection Report, duly approved by the concerned CGM/Member are submitted directly to the Audit Office for settlement of Audit observations. Copy of Office Order No. NHAI/F&A/Audit/Procedure/2006/1/13 dated 19.09.2006 issued by Finance Division on the subject is enclosed for necessary action.

2 To ensure expeditious settlement of the Audit observations, a Committee of officers of NHAI has been set up as under:

1. Concerned General Manager of the Technical Division at NHAI HQ.
2. General Manager (Accounts & Audit), NHAI
3. Concerned Project Director

3. The Committee will interact with the Dy. Director of Audit, Government Audit Office for expeditious settlement of the outstanding Audit observations.

This issues with the approval of Chairman.

  
(G P CHAND)  
General Manager (Admn)

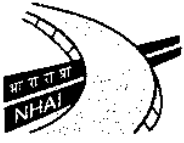
Encl :a/a

To:

PS to Chairman  
PS /PA to all Members/CGMs/CVO  
All GMs/DGMs  
All Project Directors  
Librarian/Hindi Officer

Copy to:

Deputy Director of Audit, Government Audit office, NHAI New Delhi



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण  
(पोत परिवहन, सड़क परिवहन और राजमार्ग मंत्रालय)  
**National Highways Authority of India**

(Ministry of Shipping, Road Transport and Highways)

जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली-110 075

G-5 & 6, Sector-10, Dwarka, New Delhi-110075

दूरभाष / Phone : 91-11-25074100/25074200

फैक्स / Fax : 91-11-25093507 / 25093514

एक्स. / Extn. : 2223 / 2318 / 2468 / 2553

NHAI/Audit/Procedure/2006/I/13

Dated : 19.9.2006

**Office Order**

**Subject: Streamlining the procedure for submission of Replies of the Inspection Report to Government Audit Office.**

With a view to streamline the process of timely submission of information/records/files/ replies of Audit observations to the Resident Audit Party of Govt. Audit Office (hereinafter referred to as Audit Office) and to ensure expeditious settlement of Audit observations included in the Inspection Reports/ Audit Paragraphs, etc. the following procedures are prescribed, with immediate effect, in suppression of earlier office order of even number dated February 3, 2004.

**1. Matters relating to calling for information/ records through Audit Requisition / Half Margin Memos**

- The Audit Office shall seek requisite informations / files / documents directly from the concerned officers of the respective Division dealing with such projects/ issues.
- The concerned officer shall be responsible to ensure that the requisite information / documents /files are directly submitted to the Audit Office within stipulated time without any delay.
- In case of any abnormal delay the Audit Office may report the matter to the concerned CGM / Member.

**2. Inspection Reports ( PIUs / CMUs)**

- The Govt. Audit Office shall issue the Inspection Reports in respect of PIUs / CMUs directly to the concerned Project Directors and copy endorsed to the concerned Division at HQ for necessary action.
- The detailed para-wise replies of the Inspection Reports alongwith all supporting documents shall be submitted by the Project Directors to the concerned Division at HQ who shall review the replies and submit the same directly to the Govt. Audit office with the approval of concerned CGM / Member, within the stipulated timeframe.
- Further records/clarification on the replies, called for by the Audit Office shall also be provided by the concerned Divisions to Audit office on priority basis.
- **The concerned Divisions may ensure that all Audit observations in Inspection Reports are properly replied and got settled.**
- **The unsettled paras of Inspection Report, if any, will be referred by the Govt. Audit Office to Finance Division for further necessary action.**
- In the event of any abnormal delay, the Govt. Audit office may report the matter to concerned Member / Member (Finance)

*J. Datta*

.....2/

**(3) Inspection Reports ( HQ)**

- The Govt. Audit Office shall issue the Inspection Reports of NHAI, HQ to Finance Division who shall obtain the comments of the concerned Division and ensure that the replies, with the approval of Competent Authority, are sent to Govt. Audit office within stipulated timeframe.
- In the event of any abnormal delay, the Govt. Audit office may report the matter to Member (Finance).

**(4) Factual Statements, Draft Audit Para, etc.**

- The Factual Statements/ draft Audit Para shall be sent by the Govt. Audit office to the Finance Division who shall obtain the comments of the concerned Division and ensure that the replies with the approval of Competent Authority are sent to Govt. Audit office within stipulated timeframe.
- In the event of any abnormal delay, the Govt. Audit office may report the matter to Member (Finance)/ Chairman.

This issues with the approval of Chairman, NHAI.

  
(T.K.Chattopadhyay)  
General Manager (A&A)

To

All CGMs/CVO/GMs/DGMs  
All Project Directors, PIUs / CMUs  
PS to Chairman  
PS to All Members

Copy for kind information and necessary action to

- (i) Deputy Director, Indian Audit and Accounts Department, Office of Pr. Director of Commercial Audit and Ex-Officio Member Audit Board I, New Delhi
- (ii) Resident Audit Party, NHAI, New Delhi