

FAX-0172-2703149, 2773139  
Phone-0172-2722898

INDIAN AUDIT AND ACCOUNTS DEPARTMENT  
Office of the Pr. Accountant General (Audit) Punjab,  
Chandigarh-160017

Regd  
No. SS-1/HQ/Audit Intimation/17-18/1080  
Date: 4/10/2017



The Executive Officer,  
Municipal Council,  
Bhadaur, Barnala.

Sir/Madam,  
Financial/Compliance Audit of the accounts and/or transactions of your office will be taken up by the audit team of this office from 20.11.2017. The audit team will comprise of Sh. Pawan Kumar, Sr. AO, Sh. Prabhakar Khurche, AAO.

**2. Broad objectives of audit are as under:**

**(Compliance audit)**

- (i) To confirm whether the activities of government/public sector entities are in accordance with the relevant laws, regulations and authorities that govern such entities. More specifically, it may involve examining to what extent the audited entity follows rules, laws and regulation, budgetary resolutions, economy instructions, policy, established codes, or agreed upon terms, such as the terms of a contract or the terms of funding agreement;
- (ii) System of internal control internal audit in relation to budgetary assumption, financial statements, compliance and financial reporting;
- (iii) To audit Transparency and competitiveness in contracts and procurements;
- (iv) To examine and report upon propriety in expenditure that has a significant bearing on mandate/operations and budgetary grants of the organization/entity;
- (v) Value for money derived from individual or a set of material transactions;
- (vi) To examine the stores and stock accounts, where applicable;
- (vii) Banking and cash management issues (in case of autonomous bodies); and
- (viii) Audit the IT applications, etc.

**(Financial Audit)**

- (a) Financial statements are prepared in accordance with acceptable accounting standards/rules;
- (b) Financial statements are presented with due consideration to the circumstances of the audited entity;
- (c) Sufficient disclosures are presented about various elements of financial statements;
- (d) The various elements of financial statements are properly evaluated, measured and presented; and
- (e) Evaluation of the internal control that assist in safeguarding assets and resources, assures the accuracy and completeness of accounting records and in complying with financial laws and regulations.

3. The period covered under the audit shall be up to date which may also include examination of documents/transactions of the previous year's considered relevant by the audit team.

4. Consistent with contemporary professional practice and provision in CAG's Regulations on Audit and Accounts 2007 (Regulation 183) our audit team would seek an entry conference at appropriate top/senior level, having control and authority over the subjects under the present audit. The entry conference will be an opportunity for the audit team to explain the audit objective criteria and examination of the internal control system. It is desirable that the entry conference is held on the first working day of the audit period.

On the conclusion of the audit, the audit team would request you for an exit conference (regulation 191) in which audit findings communicated to the auditee will be discussed.

Scanned by CamScanner

Sd/  
व. लेखा परीक्षा अधिकारी