



केन्द्रीय विद्यालय संगठन (.मु)  
Kendriya Vidyalaya Sangathan (HQ)  
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग,  
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F. No. 110225/14/2012/KVS (HQ)/Audit

Dated: - 07.02.2014

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional offices/ZIETs

Subject: - Settlement of Internal Audit Paras- Reg.

Madam/ Sir,

The Office of DGCR in its audit report for the FY 2012-13 has given remarks as regards to huge outstanding Internal Audit paras. The issue regarding outstanding audit paras was deliberated in the Finance Committee meeting held on 24<sup>th</sup> December, 2013 and Board of Governors meeting held on 28<sup>th</sup> January, 2014.

2.) In this context, the provisions of Article 220-226 of the Accounts Code governs conduct of Internal Audit of Kendriya Vidyalaya Sangathan and Article 226 empowers regional Deputy Commissioner to settle routine paras.

2.1) In order to streamline issue of settlement of Internal Audit Para, it has now been decided with the approval of Commissioner, KVS that the Deputy Commissioner of Region will henceforth directly seek comments of the Principal of school on internal audit report of school without awaiting any communication from KVS (HQ). The Principal of school will have to submit his comments/ observation within 30 days from receipt of internal audit report. The Deputy Commissioner will take into consideration observation received from Principal and will settle maximum no. of routine paras within 60 days of receipt of observation from school. Proper follow up may be initiated by the Region with school as regard to settlement of remaining outstanding paras to ensure their settlement in a time bound manner.

- 2.2) Further, internal audit reports having **serious irregularities** (Fraud, forgery, embezzlement of money etc) is required to be forwarded by Region to KVS Hqrs along with comments/observation of Principal and Deputy Commissioner within 60 days of receipt of observation from Principal to enable KVS Hqrs to take a suitable decision on serious irregularities.
- 3.) At present approximately 7000 paras are outstanding for settlement. In order to ensure early settlement of these outstanding paras in a time bound manner, Deputy Commissioners may organize more Audit Adalats and initiate proper follow up with Principals of School.
- 4.) In order to monitor progress by Commissioner KVS, the monthly report is required to be submitted by Regional offices to the KVS Hqrs latest by 10<sup>th</sup> of next month from Financial year 2014-15 in Annexed format.

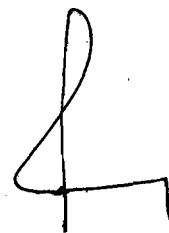
Yours faithfully,



(Rajesh Yadav)  
Deputy Commissioner (Fin)

Copy to:

- 1.) PS to Commissioner, KVS for information.
- 2.) PS to Additional Commissioner (Admn), KVS for information.
- 3.) PA to Joint Commissioner (Fin.), KVS for information.
- ✓ 4.) The Dy. Commissioner (Acad.)/ EDP with the request for uploading this on the website of KVS in announcements.
- 5.) Finance Officer (Cash/Audit) for information.



Deputy Commissioner (Fin)

## ANNEXURE

Name of the Region: - .....

Month of Report: - .....

Total no. of schools in the Region	Total no. of School in which internal audit conducted till the end of reporting month	Total no. of outstanding routine para in the beginning of reporting month.	Total no. of routine paras reported in the internal audit report during reporting month.	Total no. of routine paras settled during the reporting month	Total no. of routine para Outstanding at the end of month for which report submitted.	Total Outstanding routine para for more than one year	Total no. of para related to serious irregularities reported to KVS (HQ) of the internal audit report till the end of reporting month.

Audit Adalats: -

Total no. of Audit Adalats organized in the month	No. of School participated in Audit Adalat.	No. of paras settled in Adalat