

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



No. 29/1(1)/2016(IR)-Reports

Dated: Monday, 02 May 2016

To

The Directors of the National Laboratories/ Institutes of CSIR

Sub: Settlement of outstanding Audit paras of the Inspection Report (IR)

Sir,

Dy. Director (Inspection), PDA, C&AG vide their letter No. PDA(SD)/ Inspection/2/127/Settlement of O/S Paras/ 2015-16/628 dated 26.10.2015 have raised the issue of large number of outstanding audit paras of IR with various Lab/ Institutes.

2. While consolidating the records in the CSIR Headquarters it has been noticed that more than one thousand Inspection paras have been pending for various reasons in CSIR Lab/ Institute.

3. The matter was discussed in the Standing Audit Committee (SAC) of CSIR and DSIR which met on 11.04.2016. The following steps were recommended by the Committee:

- i. The laboratories/ Institutes will prepare the replies of all the IR paras immediately.
- ii. The replies would be got vetted by the adhoc committees as per Office Orders No. 6(2)/87-Reports dated 18.06.87, 23.01.1991 and DO Letter 26.03.2002 (copies enclosed). The reasons for the delay in settling the paras may be recorded in the prescribed format provided in the DO Letter No. 29/6(2)/87-Reports dated 26th March, 2002.
- iii. The Adhoc Committee has a provision to invite Resident Audit Officer of the respective zones of PDA, C&AG as observer. The Labs/Institutes are requested to invite the Resident Audit Officer and get the paras dropped. This procedure may be completed latest by 31.05.2016 and the outcome may be intimated to CSIR Headquarters.
- iv. After completion of this exercise a copy of the replies of the unsettled paras containing the reasons of deadlock with the audit may be provided to CSIR Headquarters so that the matter may be taken up with the respective zonal office of the PDA, CAG.

This is issued with the approval of the Financial Adviser, CSIR.

Yours faithfully,

Encl: As Above

(G. Mishra)
Dy. Financial Adviser
011-23738606

Copy to:

1. The Sr. COF&A/ COF&As/ FAOs of all the Labs/ Institutes
- ✓ 2. Head, IT with a request to put up in the web notification

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH

RAFI MARG

No.6(2)/87-Reports

Dated New Delhi-1, 18.6.1987

OFFICE ORDER

With a view of achieving settlement of long outstanding audit objections it has been decided to constitute an adhoc committee of the following members in all the national Labs./Instts. and CSIR.HQ :-

For national Labs./Instts.

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1. A Scientist 'F'
(in the absence of such
a Scientist, Scientist
E-I/E-II)- To be nominated
by the Director of the
Lab./Instt. | Chairmān |
| 2. Administrative Officer | Member |
| 3. Sr. Stores & Purchase
Officer/SPO | " |
| 4. Resident Audit Officer
(of the respective zone) | Observer |
| 5. Sr. F&AO/F&AO | Member-Secy. |

For CSIR-HQ (To deal with paragraphs of
Inspection Report and Test Audit Notes
of CSIR-HQ including CSIR Complex)

- | | |
|-----------------------------------|--------------|
| 1. Dy. Secretary (Central Office) | Chairman |
| 2. Under Secretary (General) | Member |
| 3. F&AO (Audit)/Complex | " |
| 4. Resident Audit Officer | Observer |
| 5. Sr.F&AO (Reports) | Member-Secy. |

It has also been decided that at the CSIR-HQ one apex committee will function to oversee the working of adhoc committees of the Labs./Instts. and CSIR Hqrs. The following will be members of this Committee:-

- | | |
|-------------------------------------------------|--------------|
| 1. Financial Adviser, CSIR | Chairman |
| 2. Director, CRI | Member |
| 3. Jt. Secretary (Admn.) | " |
| 4. Director of Audit/Joint
Director of Audit | Observer |
| 5. Dy. Financial Adviser | Member-Secy. |

Contd....

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The committee may meet as frequently as possible but at least once in every quarter. A report for the quarter ending 30th September, 31st December, 31st March, 30th June of every year may be sent to CSIR Apex Committee.

Sd/-

(A.K. Dutta)
Dy. Financial Adviser

Copy to:- 1. Heads of all national Labs./Instts.

2. Director of Audit (Commerce, works and Misc.-II), AGCR Building, Indraprastha Estate, New Delhi. He is requested kindly to nominate the persons for all Labs./Instts./CSIR-HQ. He is also requested to kindly accept the membership of the Apex Committee.

3. Director, Central Road Research Institute, New Delhi.

4. Joint Secretary (Admn.), CSIR

5. Sr. F&AOs/F&AOs of all Labs./Instts.

6. Heads of Divisions/Sections at CSIR-HQ/Complex.

7. SPA to JS(A)

8. (SPA to FA).

Sd/-

(A.D. Chawla)
Sr. Finance & Accounts Officer

COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH

ANUSANDHAN BHAWAN,

No.6(2)/87-Reports

New Delhi- Dated 23rd Jan., 1991

To

All the Directors of the
National Labs./Instts.

Sub: Outstanding Audit Objections- Formation of
Adhoc-Committees for settlement thereon.

Sir,

I am to invite a reference to CSIR Office Order No.6(2)/87-Reports, dated 18.6.1987 regarding constitution of an adhoc committee for settlement of long outstanding audit objections (copy enclosed). In the above referred Office Order, a report for each quarter ending 31st March, 30th of June, 30th of Sept. and 31st of December was required to be forwarded to CSIR for review. It has been observed that no such reports have been received by the CSIR Headquarters. I am, therefore, to request you kindly to forward a copy of Office Memorandum constituting the adhoc committee in your laboratory alongwith information regarding dates of the meetings held in each quarter during the period from June'87 onwards & progress achieved from time to time.

An up-to-date list of all outstanding paras relating to Inspection/Audit Reports issued by the Principal Director of Audit (Scientific Departments) giving brief description against each para and reasons as to why it could not be settled may also kindly be forwarded to CSIR.

In case no regular meeting of a-dhoc committee had been held in the past you may kindly arrange to activate adhoc committee with the instructions to hold meeting at regular interval to settle old outstanding audit objection.

Yours faithfully,

(HEM RAJ)

Deputy Financial Adviser

Encl:- As stated

Copy to:-

All the Sr. Finance & Accounts Officer/Finance & Accounts Officers of the National Labs./Instts.

They may kindly ensure that meeting of the committee may be held during the period when the audit is done by the Audit Party from the office of the Principal Director of Audit, (Scientific Departments) New Delhi in addition to meetings, which may be held in the Laboratory as & when considered necessary, but the Committee should meet at-least once in every quarter.

(A.D. CHAWLA)

SR. FINANCE & ACCOUNTS OFFICER

(1)



**COUNCIL OF SCIENTIFIC & INDUSTRIAL
RESEARCH, RAJI MARG, NEW DELHI- 1.**

**RAMA MURALI
FINANCIAL ADVISER**

D.O. No.29-6(2)/87-Reports

Dated: 26th March, 2002.

Dear «dtitile» «dname»

Principal Director of Audit vide their letter No. PDA/SD/AMG-II/371-379 dated 7th March, 2002 have forwarded a statement of outstanding audit Paras/objections (copy enclosed). Perusal of the statement indicates that as many as 712 old Audit Objections are outstanding in respect of CSIR and its national laboratories/Institutes.

2. In this connection, reference may kindly be made to CSIR Office Order No.6(2)/87-Reports dated 18.6.87 regarding settlement of long outstanding audit objections. As per the above Office Order, Laboratories/Institutes were requested to constitute ad-hoc committees consisting of the following members:

- | | | |
|-------|----------------------------------------------------|--------------|
| (i) | Scientist F | Chairman |
| (ii) | Administrative Officer | Member |
| (iii) | Sr. Stores & Purchase officer/SPO | Member |
| (iv) | Resident Audit Officer (of the
respective zone. | Observer |
| (v) | Sr. FAO/FAO | Member-Secy. |

3. It was further enjoined in the said O/O that the Committee may meet as frequently as possible but atleast once in every quarter and report of each quarter ending 30th September, 31st December, 31st March and 30th June of every year sent to CSIR Hq.

4. As no reports were forthcoming, another communication dated 23rd January, 91 was sent to Laboratories to forward the following information:

- (a) Copy of the O.M. constituting ad-hoc committee along with information regarding dates of meetings held in each quarter during the period from June 1987 onwards and progress achieved from time to time.

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- (b) An up-to-date list of all outstanding paras of Inspection Report/Audit Reports issued by Principal Director of Audit (Scientific Departments) along with brief description of paras and reasons for their non-settlement.

5. In spite of clear-cut instructions, the laboratories/Institutes have not followed the system of constitution of Ad-hoc Committees with the result the number of audit paras/objections have grown out of proportions.

6. To obviate any further criticism from Audit and also in accordance with the instructions issued by the Ministry of Finance from time to time, I would request you to follow the instructions as circulated vide Office Order No.6(2)/97-Reports dated 18.6.87 & 23rd January, 1991 (Copy enclosed) in letter and spirit. As a first step, Ad-hoc committee as per the constitution indicated above may be constituted and a copy of the notification forwarded to me immediately along with brief description of outstanding audit paras in the following format:

Sr. No	Brief Description of Audit Para/objection	Year of Inspection Report/Audit Report	Reasons for non-settlement

With kind regards,

Sincerely yours,

(RAMA MURALI)

«dtitle» «dinitial» «dname»
«ddesignation»
«laboratory»
«lb»
«CityState»

