



केन्द्रीय विद्यालय संगठन (मु.)
KENDRIYA VIDYALAYA SANGATHAN (HQ)
18-संस्थागत एरिया, शहीद जीत सिंह मार्ग
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Date : 07.7.2022

The Deputy Commissioner,
Kendriya Vidyalaya Sangathan,
All Regional Offices

E-mail/Post

Sub : Conduct of Special Internal Audit of 50 Kendriya Vidyalayas during FY 2022-23-reg

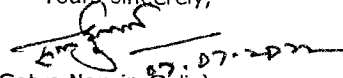
Madam/Sir,

This is in continuation of letter of even reference dated 27.12.2021 vide which it was conveyed on the modalities of strengthening of Internal Audit protocol in KVS stipulating that in addition to the existing mandate of Audits as prevalent in KVS, the Special Internal Audit of certain Identified KVs under each RO will be conducted on yearly and rotation basis by the officers to be directly nominated by KVS Hqrs.

2. As such, it has been decided that the Special Internal Audit of 50 KVs on the transactions pertaining to the period of two FY years i.e. 2019-20 & 2020-21 (irrespective of internal audits done by RO) will be conducted during 2022-23 (to be attempted latest by Jan'23), by the officers so nominated as per the detailed list attached herewith as Annex-1. The list indicates the name of KVs to be audited alongwith the name of nominated officers as Team Leader. However, the names of members of the said teams will be approved/intimated separately in due course.
3. The said audit of 2 financial years will be completed by the nominated officer within the duration of a 6-8 working days depending on size of transactions. However, after such audit, the said KV will not be further subjected to Internal audit again by the RO for the transactions of the same period as covered under such audit.
4. On the last day of such audits, apart from the discussions with the auditee unit, a mini orientation/handholding workshop will also be organized by the team leader in the said KV including the staff of nearby KVs if feasible, to sensitize the Principal(s)/VPs/PGTs, Office staff and other related functionaries, on the mandated provisions of GeM, public procurement, generalized financial violations, DDOs' codal responsibilities and the financial propriety as a whole. Such orientation on last day may also be joined by an officer from Finance Divisions of Hqrs, if felt needed.
5. Such *Special Internal Audit* will mainly, aim on the detailed scrutiny of compliances as a theme, in terms of GFR provisions on GeM Procurement of Goods & Services, EPF/Minimum Wage compliance, Management of VVN fund as per financial Ceilings/powers, Drawl of money from the public fund and all other financial activities as considered to deem fit at site. The detection of fraud and unearthing of any misappropriation/embezzlement of public funds, if any, will be considered as a duty of the audit team. All the auditable documents shall be liable to be produced to the auditor for scrutiny as provided codally in respect of internal audits.
6. The report of such audit will directly be submitted to JC(Fin) KVS Hqrs with a copy to DC of RO concerned, who will seek the replies on the paras/observations from the concerned Principal and submit the same with his/her comments to Hqrs for necessary processing of the report as per extant codal provisions on the matter.

This issues with the approval of Commissioner, KVS. Hindi version follows.

Yours sincerely,


(Satya Narain Gulia)

Joint Commissioner(Finance)

Copy to ;

1. The PS to Commissioner, KVS for kind information of Commissioner, KVS.
2. The Joint Commissioner(Adm-I)/(Admn)/(Pers)/(Trg)/(Acad), the Divisional heads, KVS Hqrs for necessary information.
3. The Directors, all the ZIETs, KVS for information.
4. The DC(EDP), KVS Hqrs for uploading the letter on KVS-website for general information of the concerned.

Annex-1**LIST OF 50 KVs(BOTH SHIFTS) FOR CONDUCTING SPECIAL INTERNAL AUDIT DURING 2022-23 ON THE TRANSACTIONS FOR THE PERIOD OF TWO FYs i.e. 2020-21 & 2021-22**

SI No.	Name of RO	Name of KVs	Name of nominated Officer
1	AGRA	Noida Sector-24	Smt. Sukhraj Kaur, FO
2	AGRA	KNN Ghaziabad	Smt. Sukhraj Kaur, FO
3	AHMEDABAD	Ahmedabad No.1	Sh. Rajnish Saxena, FO
4	AHMEDABAD	Baroda AFS	Sh. Sanjay Kulshreshtha, FO
5	BENGALURU	Hebbal No.1	Sh. O.S. Sheoran, AC(F)
6	BENGALURU	ASC Centre Bengaluru	Ms. Akriti Aggarwal, FO
7	BHOPAL	Indore No.1	Sh. Manoj Rawtani, FO
8	BHOPAL	Gwalior No.1	Sh. Manoj Rawtani, FO
9	BHUBANESHWAR	Bhubaneswar No.1	Sh. O.S. Sheoran, AC(F)
10	BHUBANESHWAR	Bhubaneswar No.2 CRPF	Sh. A.K. Srivastava, AC(F)
11	CHANDIGARH	Amritsar Cantt. No.1	Sh. Sukrampal, FO
12	CHANDIGARH	Chandigarh Sec-31	Sh. O.S. Sheoran, AC(F)
13	CHENNAI	Sulur AFS	Sh. G. P. Vishwanath, FO
14	CHENNAI	Pondichery No.1	Sh. A.K. Srivastava, AC(F)
15	DEHRADUN	ITBP Dehradun	Smt. Shivani Suneja, FO
16	DEHRADUN	ONGC Dehradun	Smt. Shivani Suneja, FO
17	DELHI	Delhi Cantt. No.2	Sh. Rajnish Saxena, FO
18	DELHI	Delhi Cantt. No.1	Sh. M.P. Singh, FO
19	DELHI	Janakpuri	Sh. M.P. Singh, FO
20	ERNAKULAM	Pattom	Sh. O.S. Sheoran, AC(F)
21	ERNAKULAM	Calicut No. 1	Ms. Akriti Aggarwal, FO
22	GURUGRAM	Gurugram No.1 AFS	Sh. Sanjay Kulshreshtha, FO
23	GURUGRAM	Ambala No.2 Cantt.	Sh. Sukrampal, FO
24	GUWAHATI	Khanapara	Sh. G. P. Vishwanath, FO
25	GUWAHATI	Narangi	Sh. Rajnish Saxena, FO
26	HYDERABAD	Picket	Ms. Akriti Aggarwal, FO
27	HYDERABAD	Uppal No.1	Ms. Akriti Aggarwal, FO
28	JABALPUR	1STC Jabalpur	Sh. Sanjay Kulshreshtha, FO
29	JABALPUR	GCF No.1 Jabalpur	Sh. Sanjay Kulshreshtha, FO
30	JAIPUR	Jodhpur No.1 AFS	Smt. Shivani Suneja, FO
31	JAIPUR	Bikaner No.1	Smt. Shivani Suneja, FO
32	JAMMU	Jammu No.1	Sh. Lakhani Singh, FO
33	JAMMU	Udhampur No.1	Sh. Lakhani Singh, FO
34	KOLKATA	Ballygunge	Sh. N.C. Das, FO
35	KOLKATA	Salt Lake No.1	Sh. N.C. Das, FO
36	LUCKNOW	AMC Lucknow	Sh. A.K. Srivastava, AC(F)
37	LUCKNOW	Gomti Nagar	Sh. O.S. Sheoran, AC(F)
38	MUMBAI	Aurangabad	Sh. Manoj Rawtani, FO
39	MUMBAI	Bhandup	Sh. Manoj Rawtani, FO
40	PATNA	Bailey Road Patna No.2	Sh. M.P. Singh, FO
41	PATNA	Kankarbagh No.1	Sh. M.P. Singh, FO
42	RAIPUR	Raipur No.1	Sh. K.N. Seshagiri, FO
43	RAIPUR	Raipur No.2	Sh. K.N. Seshagiri, FO
44	RANCHI	Hinoo Ranchi	Sh. A.K. Pathak, FO
45	RANCHI	Bokaro No.1	Sh. A.K. Pathak, FO
46	SILCHAR	Kunjaban No.1	Sh. Sumer Chand, FO
47	TINSUKIA	Imphal No.1	Sh. Sumer Chand, FO
48	TINSUKIA	Duliajan	Sh. A.K. Srivastava, AC(F)
49	VARANASI	Allahabad New Cantt	Sh. Sumer Chand, FO
50	VARANASI	BHU Varanasi	Sh. Sumer Chand, FO

The audits will be scheduled in consultation with the convenience of the Vidyalayas concerned to the extent possible.

[Signature]
07.07.2022
Joint Commissioner(Fin)