

No. G-20/1/2017-GA
Government of India
Ministry of Water Resources, River Development and Ganga Rejuvenation
(General Administration)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 01.04.2019

Subject: Forwarding of records/information to visiting audit party of Pr. Director of Audit, Scientific Departments for FY 2017-18.

Please find enclosed **Audit Memo No. 2** dated 01.04.2019 received from the Audit Party from O/o the Principal Director of Audit, Scientific Departments, New Delhi, which has come to conduct the Audit of Ministry for the year FY 2017-18.

2. The relevant information as desired by Audit Party may kindly be sent directly to them immediately to Room No. 19'A', Shram Shakti Bhawan.

Encl: As above.



(Vinod Kumar)
Under Secretary to the Govt. of India
Ph: 011-23710303

To

1. Director (Admn.) in MoWR, RD & GR.
2. Director (Finance/Budget.), MoWR, RD & GR..
3. Joint Director (PP), MoWR, RD & GR.



Copy to:

Controller of Accounts, MoWR, RD & GR, Shastri Bhawan.



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C&AG's Audit Party

OFFICE OF THE DIRECTOR GENERAL OF AUDIT
SCIENTIFIC DEPARTMENTS, NEW DELHI-110002
Camp: MoWR, RD&GR, New Delhi

Audit Memo No.2
Dated: 01.04.2019

Sub: Audit of Ministry of Water Resources, River Development & Ganga Rejuvenation for the year 2017-18.

The following information/records/documents may please be furnished to audit immediately:

1. Mandate of the Ministry with details of activities undertaken by the Ministry.
2. Details of No. of Departments, Divisions, Units, Field Offices, etc under MOWR, RD&GR.
3. Copy of 12th /13th (2012-17 & 2017-21) Five Year Plan.
4. Copy of Vision document.
5. Copy of Performance Budget, Outcome Budget, Demand for Grants for the years 2017-18.

Sr.Audit Officer

To
The Director, GA
MOWR, RD&GR, New Delhi

No. G-20/1/2017-GA
Government of India
Ministry of Water Resources, River Development and Ganga Rejuvenation
(General Administration)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 01.04.2019.

Subject: Forwarding of records/information to visiting audit party of Pr. Director of Audit, Scientific Departments for FY 2017-18.

Please find enclosed **Audit Memo No. 3** dated 01.04.2019 received from the Audit Party from O/o the Principal Director of Audit, Scientific Departments, New Delhi, which has come to conduct the Audit of Ministry for the year FY 2017-18.

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Encl: As above.



(Vinod Kumar)
Under Secretary to the Govt. of India
Ph: 011-23710303

To

1. Director (Admn.).
2. Director (GA).
3. All SMDs in MoWR, RD & GR.
4. Director (Finance & Budget).

Copy to:

1. All Wing Heads in MoWR, RD & GR.
2. Controller of Accounts, MoWR, RD & GR, Shastri Bhawan.





C&AG's Audit Party

OFFICE OF THE DIRECTOR GENERAL OF AUDIT
SCIENTIFIC DEPARTMENTS, NEW DELHI-110002

Camp: MoWR, RD&GR, New Delhi

Audit Memo No.3

Dated: 01.04.2019

Sub: Audit of Ministry of Water Resources, River Development & Ganga Rejuvenation for the year 2017-18.

The following information/records/documents may please be furnished to audit immediately:

1. List of officers/officials of the Ministry along with designations and pay scales.
2. File relating to appointment of casual labours and temporary staff employed through contracts during 2017-18.
3. List/records relating to appointment of consultants during 2017-18.
4. The Budget and Expenditure of the Ministry for the year 2017-18 with Budget file

(Rs. in lakh)

Year	Plan			Non-plan		
	Budget Estimates	Revised Estimates	Actual Expenditure	Budget Estimates	Revised Estimates	Actual Expenditure
2016-17						
2017-18						

5. Year-wise Grants-in-aid /funds/ loan received from any other International, National Agencies/Government/Non- Government sources during 2017-18.
6. Year-wise Grants-in-aid funds given to other organization from the Government Grant or self generated funds during 2017-18.

7. The sanctioned strength and Men-in-position of the Ministry in the following format as on 31.3.2018.

Category	Sanctioned Strength	Men-in-Position	Vacant
Group-A			
Group-B			
Group-C			
Supporting/MT Staff			
Total			

8. Details of suspension, termination and removal from service during 2017-18 and certificate to this effect.
9. List of court cases, litigation, disputes etc. and finalized & pending in court of law during the years 2017-18 and certificate to this effect.
10. Records relating to Parliament questions and answers for the year 2017-18.
11. List of grantee and year-wise position of outstanding Utilization Certificates for grants released upto 2017-18 alongwith number of cases.
12. Pay bill registers, GPF broadsheets and broadsheet of loans and advances for the year 2017-18.
13. Income Tax returns calculation sheet of employees for the year 2017-18.
14. Loans and advances (HBA, MCA, Personal Computers, etc) Registers for the year 2017-18.
15. Medical Claims Reimbursement Register, Conveyance Bills Reimbursement Register, OTA Register.
16. Register and details of outstanding advances in following format as on 31 March 2018

(Rs. in lakh)

Year	CPWD	TA/TTA	LTC	Contingent/Imprest	DAVP	Private Parties	Others

17. Information regarding Honorarium paid to its officials.
18. Files/Register relating to payment electricity, water, property tax, etc during 2017-18.



Sr.Audit Officer

To
The Director, GA
MOWR, RD&GR, New Delhi

**No. G-20/1/2019-GA
Government of India
Ministry of Water Resources, River Development and Ganga Rejuvenation
(General Administration)**

**Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 01.04.2019**

**Subject: Forwarding of records/information to visiting audit party of Pr. Director of
Audit, Scientific Departments for FY 2017-18.**

Please find enclosed **Audit Memo No.4** dated 01.04.2019 received from the Audit Party from O/o the Principal Director of Audit, Scientific Departments, New Delhi, which has come to conduct the Audit of Ministry for the year FY 2017-18.

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Encl: As above.



**(Vinod Kumar)
Under Secretary to the Govt. of India
Ph: 011-23710303**

To
The DDO, MoWR, RD & GR, Shastri Bhawan.



Copy to:

1. Under Secretary (Admn.), MoWR, RD & GR
2. Controller of Accounts, MoWR, RD & GR, Shastri Bhawan.



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C&AG's Audit Party

**OFFICE OF THE DIRECTOR GENERAL OF AUDIT
SCIENTIFIC DEPARTMENTS, NEW DELHI-110002
Camp: MoWR, RD&GR, New Delhi**

Audit Memo No.4
Dated: 01.04.2019

Sub: Audit of Ministry of Water Resources, River Development & Ganga Rejuvenation for the year 2017-18.

The Cash Book and allied records for the year **2017-18** may please be furnished to audit for scrutiny and return:

1. Cash Book (Main & Subsidiary),
2. Counterfoil of Receipts (TR-5) and Counterfoil of Cheques issued
3. Paid vouchers for the months of March 2018.
4. Copy of Challans/Bank Slips.
5. Valuable Register (Cheques/DemandDraft etc. received from outside),
6. Issue Register of Cheques/ Demand Draft.
7. Fidelity Bond of Cashier.
8. Un-disbursed Pay & Allowances Register.
9. March 2018 and latest Bank Reconciliation Statement.
10. Register of advances (Objection Books) along with list of year-wise Outstanding O.B. items as on 31 March 2018.
11. Copy of MIS submitted to Pr.PAO (MOWR, RD & GR) Regarding OB items
12. Transfer Entry Register,
13. Stock Register of Cheque Books and Receipt Books,
14. Contingency Register and list of contingent advances, which could not be adjusted within three months or still lying unadjusted.

Sr.Audit Officer

To
The Director, GA
MOWR, RD&GR, New Delhi

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Please find enclosed **Audit Memo No. 5** dated 01.04.2019 received from the Audit Party from O/o the Principal Director of Audit, Scientific Departments, New Delhi, which has come to conduct the Audit of Ministry for the year FY 2017-18.

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SCIENTIFIC DEPARTMENTS, NEW DELHI-110002
Camp: MoWR, RD&GR, New Delhi

Audit Memo No.5
Dated: 01.04.2019

Sub: Audit of Ministry of Water Resources, River Development & Ganga Rejuvenation for the year 2017-18.

The following information/records/documents may please be furnished to audit immediately:

1. List of equipments purchased during 2017-18 costing Rs.2.00 lakh and above alongwith log books.
2. Purchase/order Register, Invoice Register, Letter of Credit Register, Customs Duty Register and Demurrage charges register.
3. Assets Register/Stock Registers and Issue Register for consumables and non-consumables for 2017-18.
4. File relating to maintenance and repairs for equipments for 2017-18.
5. Details of equipments not working/not installed with relevant files for the year 2017-18.
6. Last Physical Verification Report of Stores.
7. List of obsolete items/condemned items to be auctioned alongwith file.
8. List of items unserviceable/condemned/obsolete/surplus with their book value and action taken, if any.

Sr.Audit Officer

To
The Director, GA
MOWR, RD&GR, New Delhi