

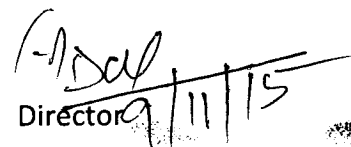
Minutes of the review meeting on ALFA held under the Chairmanship of the  
Director, LFA in the conference hall of the DLFA on 07.11.2015 at 1.00PM

A review meeting on ALFA was held under the Chairmanship of Sri A.K.Das, Director, LFA in the conference hall of the DLFA on 07.11.2015 at 1.00PM. The list of participants present in the meeting is furnished in Annexure-A

After detailed discussions on different points in the Agenda, the following decisions were taken.

1. The 'change status' link will be given in the Role of the District Audit Officers in ALFA for changing the status of institutions to In Progress/Completed. While giving input in ALFA to change status the DAOs should be very careful. The DAOs should change status in a real time basis. They cannot change the status again after giving input once in ALFA. Any dispute arising out of changing of the status by the DAOs should be brought to the notice of the Director immediately.
2. In the Corrigendum module a 'Return Button' shall be provided at the DAO level to enable them to return the No Finding cases with remarks if any to the Surcharge Section Auditor/ Audit Superintendent for reconsideration.
3. No 'RETURN' button will be provided in the weekly diaries module at the DAO level. However the DAOs are instructed to inform the concerned auditor through ALFA intra mail service before editing his/her weekly diary.
4. The Audit Superintendent of the Programme of the DLFA will be provided a space to put his remarks in the modules 'Reshuffling of Members', 'Reshuffling of Institutions' & 'Tour Programme of DAOs' in ALFA.
5. A link will be given in ALFA to DAOs & AS, "log in" to enable them to give input regarding work assigned by DAO & performed by the Reviewing Officers.
6. A new module will be developed in ALFA to handle the Extension Proposals submitted by the Audit Parties. In case of proposals involving extension of more than 5 Mandays approval of DLFA will be mandatory.

The meeting ended with vote of thanks to the chair & all participants.

  
Director 9/11/15

Memo No.....12166./DLFA,  
File No XIV-AUD-89/2015

Date.....09.11.15

Copy to all Officers, DLFA/ Smt. Minati Sahoo, TD, NIC/ All DAOs/all AS, DLFA/ Sri S.K. Sarangi, Ar. for information and necessary action.

  
Assistant Director

## Annexure-A

1. Smt. Minati Sahoo, Technical Director, NIC
2. Dr. S. Kanungo, Joint Director, LFA
3. Sri Sanjay Das, Joint Director, LFA
4. Smt. S. Nayak, Deputy Director
5. Smt. Ashima Patnaik, Assistant Director, LFA
6. Sri A K Khuntia, Audit Superintendent
7. Sri M. Sethy, Auditor
8. Sri S.K. Sarangi, Auditor