DIRECTORATE OF LOCAL FUND AUDIT,ODISHA
2ND FLOOR,TREASURY & ACCOUNTS BHAWAN,
UNIT-III,KHARAVEL NAGAR,BHUBANESWAR
e-mail:dirlfaodisha@gmail.com ;phone:0674-2391704;Fax-0674-2391703

No............*4451*....../DLFA,   Date...........*21·04·16*........

DLFA(Prog)-XIV-Aud-20/2016

To
> The Principals,
> All Aided Colleges in Odisha.

Sub: Accounts Review Programme 2016-17 for Aided Colleges.

Sir,

The 1st phase of Accounts Review Programme (ARP) 2016-17 for Aided Colleges by Chartered Accountant Firms is going to commence from 16th May 2016. Hence you are requested to submit online proposal in respect of the accounting year 2015-16 and arrear accounting years (if any) for allotment to the empanelled C.A. Firms.

The proposals should be submitted online on or before 30th April by 5 P.M. The proposals received after the stipulated dateline will not be considered for 1st phase ARP.

All terms and conditions regarding rate of payment to C.A. Firms will remain same as in ARP 2015-16. The college will bear the cost of accounts review for the accounting year 2012-13 and Government will bear the cost of other years.
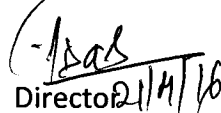
The following instructions are to be followed while submitting online proposal.

i)   The colleges have to submit proposals only online. Hard copy proposals will not be considered or approved for allotment of CA firms.
ii)   Instructions for submission of online proposals are given in Annexure-1.
iii)   The colleges have to choose the year 2015-16 compulsorily and /or the earliest two years pending for audit from 2000-01 onwards, in the ascending order.
iv)   The colleges (53 Nos) which have been newly included in Accounts Review programme 2016-17 for the first time have to choose the year 2015-16 compulsorily and the earliest two years pending for audit from the year of receiving grant.
v)   Before submitting proposal for any accounting year, keep the accounts and all related records in respect of that accounting year ready in all respect for prompt production. Please do not request for postponement of review work on the pretext of admission process or examination process after submitting online proposals.
vi)   Colleges have to choose three CA firms from among the empanelled firms as will appear in the drop down list of ARP software and the DLFA may select one of those firms for review work of that college. Director can approve one of the

chosen CA firms or can allot the assignment to another firm if the option executed not found suitable.

vii) After submission of proposal, a print out will be generated by the software, which will be signed by the Principal of the college and sent to this Directorate by post/ courier to reach by 10th May positively.

viii) In the event of non submission of proposals by the college through online, the Director, Local Fund Audit, Odisha reserves the right to assign the review work to any of the empanelled CA firms to be chosen through due mapping regarding location of the college and the CA firm.

Yours faithfully,

Director 21/4/16

Memo No........4452..../ DLFA,   Date.......21·04·16.......
    Copy forwarded to the Joint Secretary to Government of Odisha, Finance Department (LFA Branch), Odisha, Bhubaneswar for kind information.

Assistant Director

Memo No.........4453..../ DLFA,   Date.....21·04·16.......
    Copy forwarded to the Technical Director, NIC, Finance Department (Govt. of Odisha)/ i/c ALFA, DLFA for information and necessary action. She is requested to customise the software for submission of online proposals by colleges for 1st phase 2016-17.

Assistant Director

Memo No.........4454..../ DLFA,   Date.......21·04·16.......
    Copy forwarded to all District Audit Officers/Audit officer, LFA, Bhubaneswar for information and necessary action. They are requested to circulate a copy of this letter to the principals of all Aided colleges under their jurisdiction.

Assistant Director

Memo No.........4455..../ DLFA,   Date.......21·04·16.......
    Copy forwarded to Director, Higher Education, Odisha for information with a request to instruct all Aided colleges to keep records updated for accounts review work .

Assistant Director

<u>Annexure – 1</u>

Instructions for submission of online proposals

1. <u>**How to visit site**</u>

   In order to submit online proposals the colleges are requested to visit the website at http://lfaodisha.ori.nic.in and click on the "Accounts Review for Non-Government Aided Colleges" and log in using the Username and password supplied to the Colleges previously.

2. <u>**How to Log in :**</u>

   Those colleges which are going to submit on the proposals for the first time and have not got their Username and Password can send a request e-mail ID: helplfa@gmail.com to get their User ID and Password

3. <u>**For any support :**</u>

   In case of any help the colleges shall send a request mail to the helplfa@gmail.com for necessary support.