

**DIRECTORATE OF LOCAL FUND AUDIT, ODISHA**  
**TREASURY AND ACCOUNTS BHAWAN, UNIT-III,**  
**KHARAVEL NAGAR, BHUBANESWAR**

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No 14154 /DLFA., Date 03/09/13 /  
DLFA(Prog)-XIV-Aud- 06/2013

To

All District Audit Officers,  
Local Fund Audit, Odisha.

Sub: Holding of Meeting of the District Level Audit Settlement and Monitoring Committee.

Madam/Sir,

In inviting a reference to the above cited subject and enclosing a copy of Government Resolution No 28110/F dated 31.08.2013, I am directed to say that State Government have constituted District Level Audit Settlement and Monitoring Committees in each district under the Chairmanship of the Collector of the district concerned. The District Audit Officer has been made the Member Convenor of the committee. The broad objective of the committee is to monitor the audit compliances and make suitable recommendations for settlement of outstanding audit paras.

2. The committee should meet at least twice in a year, preferably once in the month of January and again in June every year. The District Audit Officer should convene the meeting with prior consultation with the Collector concerned. Besides the members of the committee, the heads of the auditee institutions like the Chief Executive Officer of the Zilla Parishad, Block Development Offices, Executive Officers of the ULBs and Development Authorities/ Improvement Trusts, Comptroller of Finance of the Universities etc. should be invited to the meeting, so that issues of pending Paras relating to such Organisations can be discussed in the meeting.

3. The minutes of the meeting should be recorded and circulated to all Members with a copy to the Directorate of LFA after approval by the Chairman.

4. The Agenda of the meeting shall include as hereunder:-

I. Welcome Address by member convenor.

II. Introductory remarks by Chairman.

III. Review of status of pending paras.

IV. Issues relating to production of accounts to audit, submission of timely compliance by auditee institutions, service of notices on delinquent officials, finalisation of recovery proceedings etc.

V. Any other points with permission of the Chair.

VI. Vote of thanks.

5. The District Audit Officer, being the member convenor, should arrange folders and refreshments for the meeting as per Government norms and the expenditure on this account shall be met from the office contingency.

6. The District Audit Officers should take this opportunity to resolve all pending issues with the District Administration and the Auditee Institutions. The first meeting of the Committee may be convened during the month of September or the 1<sup>st</sup> week of October this year depending upon the convenience of the Collector of the District concerned. The DAOs having jurisdiction over more than one Revenue District may chalk out the meeting schedules accordingly.

Yours faithfully,

  
Deputy Director 03/09/13

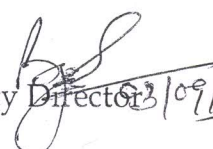
Memo No 14155 /DLFA.,Dt 03/09/13 /

Copy forwarded to the Deputy Secretary to Government, Finance (LFA) Department for information with reference to Memo No 28114 dated 31.08.2013.

  
Deputy Director 03/09/13

Memo No 14156 /DLFA.,Dt 03/09/13 /

Copy forwarded to All Officers of DLFA for information and necessary action.

  
Deputy Director 03/09/13

