

भारतीय मानक ब्यूरो
लेखा विभाग मुख्यालय

संदर्भ: लेखा/7:13

18 दिसंबर 2023

विषय: सी&एजी द्वारा बीआईएस की लेखा परीक्षा 2017-23 वर्ष के लिए

नोट संख्या लेखा/7:13 दिनांकित 18 दिसंबर 2023 आवश्यक कार्यवाही हेतु
सलंगन है।

हस्ता-
(गुरप्रीत सिंह)
निदेशक(लेखा)

मुख्यालय के सभी विभागों व डीडीजी(लेब्स)/डीडीजी(टी आई)/ डीडीजी(सी)प्रमुख-
गाजियाबाद शाखा कार्यालय/प्रमुख-फरीदाबाद शाखा कार्यालय

कॉपी: आईटीएसडी: इंटरनेट पर होस्टिंग के लिए

BUREAU OF INDIAN STANDARDS
(ACCOUNTS DEPARTMENT:HQ)

Ref: Accts/7:13

18th Dec 2023

Subject : C&AG Transaction Audit of BIS for the year 2017-23

The □□□□ No. Accts/7:13 dated 18.12.2023 on the subject is enclosed for
necessary action.

sd/-
(Gurpreet Singh)
Director (Accounts)

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All departments at Headquarters and DDG(Labs)/DDG(TI)/DDGC/Head-GZBO/Head-FDBO

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भारतीय मानक ब्यूरो
BUREAU OF INDIAN STANDARDS

Accounts Department

Hqrs, New Delhi

Ref: Accts/7:13

18th Dec 2023

Sub: C&AG Transaction Audit of BIS for the year 2017-23

1. The Statutory Audit of BIS by C&AG as required under Section 22(2) of BIS Act is being conducted in two stages i.e. (i) Certification Audit of Annual Accounts & Balance Sheet of BIS and (ii) Transaction Audit of Accounts & other activities of BIS.
2. For intimation of Audit, Office of the Director General of Audit(Agriculture Food & Water Resources), New Delhi has issued Audit Requisition Reference: #1(AREQ-376250) for commencement of Transaction Audit of BIS for the year 2017-23 (copy enclosed).
3. Heads of all departments at Hqrs are requested that prompt action may be taken to furnish records and replies to the audit memos which may be issued by the Local Audit Party during inspection. Unless replies are furnished promptly, the audit will not be in a position to exclude the points taken up in the audit memos. It will, therefore, be in the interest of all to devote attention to it and furnish to the inspecting party with the replies and the relevant records within the same day. The compliance to the old audit paras along with the replies may also be furnished immediately by the concerned departments.
4. Smt. Veena Kohli, Section Officer(Final Accounts), will be the liaison officer for day to day coordination in the audit function. The Audit Party will be sitting in Room No. 105(Conference Room) of Manakalaya Building.

(Gurpreet Singh)
DAC

Circulated through INTRANET to:

All departments at Headquarters and DDG(Labs)/DDG(TI)/DDGC/Head-GZBO/Head-FDBO

Copy for kind information to: DG

CVO

All DDGs at HQ



DIRECTOR GENERAL OF AUDIT (AGRICULTURE, FOOD &
WATER RESOURCES), NEW DELHI
महानिदेशकलेखापरीक्षा (कृषि, खाद्य एवं जल संसाधन), नई दिल्ली
8th & 9th Floor, CAG Annexe's Building, 10 Bahadur Shah Zafar
Marg, New Delhi, 110002



Local Audit Party : Lap 4
Auditee Unit Name : Bureau of Indian Standards

Audit requisition reference : #1 (AREQ-376250)

Subject: The Compliance/Transaction Audit of Bureau of Indian Standards (BIS), Manak Bhawan, New Delhi, for the year 2017-18 to 2022-23.

The Compliance/Transaction Audit of Bureau of Indian Standards (BIS), New Delhi, for the year 2017-18 to 2022-23 has been taken up by the audit party headed by Sh. Ravinder Nath Kumar, Sr. Audit Officer of this office w.e.f.18.12.2023.

As you are aware that audit is a time bound programme and requires to be completed within stipulated period, you are, therefore, requested that instructions may please be issued to all concerned officials/officers of various divisions/wings dealing with the subject matter to extend full cooperation with regard to supply of information/records as and when requisitioned by the audit party. Further, a Liasion Officer may also be appointed to liasion with audit party during audit in getting the audit records/information timely and replies of auditrequisitions issued as and when required

To,
Bureau of Indian Standards