

From

Additional Chief Secretary to Government Haryana,  
Finance Department

To

1. All Heads of Departments in Haryana.
2. The Registrar Punjab & Haryana High Court, Chandigarh.
3. The Commissioners of Divisions in Haryana.
4. All Managing Directors of Boards and Corporations in Haryana.
5. All Deputy Commissioners in the State.

Memo No. 15/7/2019-3B&C  
Dated, Chandigarh the 30.12.2020

**Subject:- Submission of replies to outstanding CAG/Audit Reports and PAC/COPU recommendations.**

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Sir,

Finance Department vide its Memo No. 15/7/2019-3B&C dated 30.06.2020 has drawn attention of Administrative Departments/Boards/Corporations towards non-submission of replies to Outstanding Audit Report paras, recommendations of PAC and recommendations of COPU.

However, requisite action on the Audit Report paras and PAC/COPU recommendations is still lacking on the part of Departments/Boards/Corporations despite issuance of instructions at regular intervals in this regard by Finance Department.

This suboptimal response of the Departments/Boards/Corporations towards Audit Report paras and PAC/COPU recommendations is viewed seriously by Government as discussion in PAC/COPU will be more effective and meaningful if the Administrative Departments/Boards/Corporations send replies to Audit paras and outstanding recommendations well in time.

In addition, it has also been observed that Action Taken Notes (ATNs) are received from Departments/Boards/Corporations only after the meeting is fixed by Public Accounts Committee/Committee on Public Undertakings. This is an issue which requires personal intervention of Head of Departments/Administrative Secretaries concerned. This follow up action will enhance the accountability of Administrative Departments/Boards/Corporations and also enable PAC/COPU to examine the cases highlighted in Audit Reports fruitfully and effectively by ensuring appropriate action in cases under purview. Each Department should send names of Nodal Officers to Finance Department who are entrusted with the work of sending these replies to PAC/COPU for monitoring by Finance Department.

It was also emphasized earlier that Administrative Departments/Boards/Corporations should send replies in a standardized format, a copy of which was already sent to all Departments/Boards/Corporations. It should be ensured by Administrative Departments while sending replies to Haryana Vidhan Sabha, AG (Audit) Haryana and Finance Department that these are complete and to the point in a standard format (copy enclosed) through e-mail immediately before sending the hard copies of reply.

Contd....



It is, therefore, again requested that Departments/Boards/Corporations should ensure time bound response to the paras of Audit Reports and outstanding recommendations of PAC/COPU.

Nodal Officers may be made liable to ensure timely submission of replies to the Audit Report paras and outstanding recommendations of PAC/COPU for their speedy disposal.

*ASingh*  
Under Secretary, Finance (Budget)  
for Additional Chief Secretary to Govt. Haryana  
Finance Department

U.O No. 15/7/2019-3B&C

Dated: 30.12.2020

A copy is forwarded to all Additional Chief Secretaries and Principal Secretaries to Government Haryana for information and necessary action.

*ASingh*  
Under Secretary, Finance (Budget)  
for Additional Chief Secretary to Govt. Haryana  
Finance Department

U.O No. 15/7/2019-3B&C

Dated: 30.12.2020

A copy is forwarded to the office of AG (Audit) Haryana, Chandigarh for information.

*ASingh*  
Under Secretary, Finance (Budget)  
for Additional Chief Secretary to Govt. Haryana,  
Finance Department

U.O No. 15/7/2019-3B&C

Dated: 30.12.2020

A copy is forwarded to the Secretary, Haryana Vidhan Sabha, Chandigarh for information

*ASingh*  
Under Secretary, Finance (Budget)  
for Additional Chief Secretary to Govt. Haryana  
Finance Department

U.O No. 15/7/2019-3B&C

Dated: 30.12.2020

A copy is forwarded to all Superintendent/branch In-charge of Finance Department for information

*ASingh*  
Under Secretary, Finance (Budget)  
for Additional Chief Secretary to Govt. Haryana  
Finance Department