

**PROCEEDINGS OF THE DISTRICT EDUCATIONAL OFFICER & EX-OFFICIO DPC,
RMSA /APMS : CHITTOOR DISTRICT**

Present: Sri K.Pandurangaswamy, M.Sc., M.Ed., Phd.,

Rc.No.Sp/B1/RMSA/2019

Dated:13.06.2019

Sub:- RMSA, Chittoor District – Appointment of M/S Sateesh & Srinivasu, Chartered Accounts, Hyderabad for auditing of the accounts of Samagra Shiksha (RMSA) (Centrally sponsored scheme) for Chittoor District at District Level, School Level, Girls Hostel & Govt Jr.Colleges for the year 2018-2019 – Fix up dates & venues for audit – Instructions –Modified orders -Issued-Regarding.

Ref:- 1.Proc.Rc.No.470/RMSA/2019 dated. 08.05.2019 of the Commissioner of School Education & Ex-Officio, Project Director, Samagra Shiksha (RMSA), A.P., Amaravathi.

2.Telephone message received from M/s. Sateesh & Srinivasu, Chattered Accountants, Hyderabad.

In pursuance of the instructions issued in the reference 1st read above, all Deputy Educational Officers in the district are hereby informed that, M/S Sateesh & Srinivasu, Chartered Accounts, Hyderabad are coming for auditing of all Secondary Schools (ZP, Govt, AP Model Schools, KGBVs, Municipal, Tribal Schools, Ashram Schools, APTWREIS, APSWREIS, APREIS Schools..etc), Govt Jr.Colleges and Girls Hostels to whom RMSA funds are released under different components of Integrated RMSA such as Annual Grants, Civil Works, IEDSS, Vocational Education & Girls Hostels for the year 2018-2019 in Chittoor District.

In this regard, M/S Sateesh & Srinivasu, Chartered Accounts, Hyderabad in the reference 2nd read above, has proposed the following dates for conduct of audit of accounts at Divisional Level.

S.N o.	Name of the Division	Proposed Dates for Audit	Venue
1	Tirupathi	17.06.2019	Sri Padmavathi Girls High School, Balaji Colony, Tirupathi
2	Puttur	18.06.2019	ZPHS Puttur(Girls), Puttur
3	Madanapalli	19.06.2019	GRT High School, Madanapalli
4	Chittoor	20.06.2019	Dy.E.O's Office, Chittoor.

Therefore, all the Deputy Educational Officers in the District are requested to issue the necessary instructions to all the Head Masters/Principals/Special Officers of the Secondary Schools (ZP, Govt, AP Model Schools, KGBVs, Municipal, Tribal Schools, Ashram Schools, APTWREIS, APSWREIS, APREIS), Govt Jr.Colleges and Girls Hostels **in all Managements (Except Private Un Aided) under the RMSA to attend along with all relevant records** as noted below on the schedule date. And also communicate formats as communicated by the Director RMSA and Chartered Accountant.

- 1) Printed Bank Statements /Pass Books for the period concerned up to 31.03.2019
- 2) Sanction Letters/ proceedings
- 3) Copies of Quotations called for if any
- 4) Bank Entries Register and Stock Registers
- 5) Expenditure Details supported by vouchers, bills etc in original
- 6) Cash on hand/ Cash Book and other registers
- 7) Civil Works – Supporting material with M: Books
- 8) SMDC Resolutions
- 9) Other related Documents / files (Audit)
- 10) Unspent balances remitted, if any (Bank pay in slips or any other related letters)
- 11) Auditing Formats

Note:- All Proceedings / orders copies shall be submitted to the Audit party for which the fund is released under different components as mentioned in Proceedings

PTO.....

The Accounts Officer, RMSA, O/o District Educational Office, Chittoor is hereby deputed to attend for audit of Accounts at Divisional Level on the dates as mentioned above and cooperate with the audit team until completion of audit of accounts.

Further all the Deputy Educational Officers in the District are instructed to make all necessary arrangements for audit team and communicate all formats to all the head of the institutions of Secondary Schools in their respective Divisions where the RMSA funds released variously.

Any slackness in this regard view seriously.

- Encl:-1.Proceedings of the CSE. A.P.,
Amaravathi.
2. Proforma for Audit
3. List of Secondary Schools & Govt Jr. Colleges

Sd/-K.Pandurangaswamy
District Educational Officer &
Ex-Officio DPC,
RMSA/APMS,
Chittoor

To

All the Deputy Educational Officers in the District
The District Vocational Educational Officer, Board of Intermediate, Tirupati with a request to issue necessary instructions to all the Principals of Junior Colleges in your Jurisdiction.
The Accounts Officer, RMSA O/o District Educational Officer, Chittoor
Copy to all the Principals of Govt Jr Colleges in the district.
Copy to all the Head Master/ Principals/ Special officers of Secondary Schools in all Managements except Private Un Aided through the MEOs/DyEOs Concerned.
Copy to M/s. Sateesh & Srinivasu, Chattered Accountants, Hyderabad for information.
Copy submitted to the Commissioner of School Education & Ex-Officio Project Director, RMSA, A.P., Amravathi for favour of kind information.
Copy submitted to the Director, RMSA O/o Commissioner of School Education, A.P. for favour of kind information.
Copy submitted to the Regional Joint Director of School Education, Kadapa for favour of kind information.
Copy to file.

//t.c.f.b.o//

P. 7

13/6/2019

Superintendent

13/6/19