



केन्द्रीय विद्यालय संगठन (मु.)
Kendriya Vidyalaya Sangathan (HQ)
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Date: 02/02/2016

The Deputy Commissioner/Director
Kendriya Vidyalaya Sangathan,
All Regional Offices/ZIETs.

Speed Post

Sub: Checking of construction payments.

Madam/Sir,

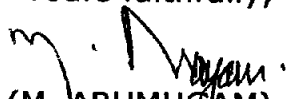
The Internal Audit team while conducting the Audit of Vidyalayas should check the following aspects in relation to the construction activities in the School.

1. The Audit team should ensure that the amount deposited with the construction Agency is entered in the Deposit Register.
2. The Audit team should also ensure that the construction payments are released in time to the concerned construction Agency.
3. The Audit team should verify the Accounts received from the construction Agency. If the Accounts are received, the team should ensure that the expenditure incurred should be shown in the construction work in progress account. The corresponding figure should be reduced from the Deposit made with the construction Agency.
4. In case the construction work is completed and the possession of the building is taken over, the audit team should ensure that the total expenditure incurred for the work should be shown under the building head. To that extent the capital work in progress should be reduced.
5. The Audit team should mention a para in the Audit report indicating the details of outstanding deposit, details of work in progress as on the date of audit along with the discrepancies if any.

Deputy Commissioner are requested to circulate these instructions to the Dealing Assistants who are dealing with the Internal Audit of the Vidyalayas.

Kindly Acknowledge the receipt of this circular.

Yours faithfully,


(M. ARUMUGAM)
Jt. Commissioner (Finance)