

APPENDIX - III
(Vide Para 53)

FORMAT OF ACTION TAKEN NOTE

- I. (a) Ministry/Department
- (b) Subject/title of the review/paragraph
- (c) Para No.
- (d) Report No. and Year
- II. (a) Date of receipt of the draft paragraph/review in the Ministry
- (b) Date of Ministry's reply
- III. Gist of paragraph/ review
- IV. (a) Do the Ministry agree with the facts and figures included in the paragraph ?
- (b) If not, please indicate the areas of disagreement and also attach documents in support.
- V. (A) Main Audit conclusions:
 1. Deficiency in the existing systems including system of internal control.
 2. Failure to follow the systems and procedure
 3. Failure of individuals
 4. Amount of loss/short assessment/short levy
- (B) Do the Ministry agree with The Audit conclusions? If not, please indicate specific area of disagreements, reasons for disagreement and also attach copies of relevant documents where necessary.

P. T. O.

Remedial action taken:

Improvement in system and procedures including Internal controls.

- (ii) Recovery of overpayment pointed out by Audit.
- (iii) Recovery of under assessment, short levy or other dues
- (iv) Write off amount of losses/wasteful expenditure/irrecoverable amount
- (v) Review of similar cases/complete scheme/project in the light of findings of/ sample check by audit
- (vi) Modifications in the scheme including financing pattern

Signature of the Competent Authority