

DIRECTORATE OF COOPERATIVE AUDIT: ODISHA: BHUBANESWAR.

Letter No.VI (I) 12/2013 4909 / Audit-8 Dated. 8/9/14

To

The Assistant Auditor General of Cooperative
Societies of Circles.

Sub: Circulation of Circulars/ Guidelines.

Madam/Sir,

It is an accepted fact that the audit of Cooperative Societies covers critical analysis of both the management and financial aspects of the institutions. Every action of committee of management and the Chief Executive is regulated by provision under OCS Act & Rules, Bye-laws, Rules of business of institutions and circular of Registrar of Cooperative Societies, Odisha, Auditor General of Cooperative Societies, Odisha, financing agencies. Hence, it is the responsibility of an auditor to critically analyse both management functions and financial/ business transaction during the period covered under audit and find out whether the management functioned in proper manner and whether all transactions were legally fair. As such, the auditor on the basis of his examination of accounts and managerial activities with an inquisitive mind is to present his report alongwith suggestions for improvement of business activities and for this he must be thorough with the provisions of OCS Act, Rule, Circular instructions of Registrar of Cooperative Societies, Odisha, Auditor General of Cooperative Societies, Odisha, financing institutions and relevant provisions of general laws apart from acquainting himself with the Bye-Laws and Rules of business regulating the management of the society. To facilitate conduct of audit in proper manner, various circulars/ guidelines relating to audit have been issued from this Directorate during the last few years to the Assistant A.G.C.S of circles with instructions to circulate the same amongst the auditors for their guidance. But it is painfully observed that most of the auditors are not aware of the contents of such circulars issued from this Directorate. Recently, on interaction with the auditors undergone training programmes at ACSTI, OSCB by Additional Auditor General of Cooperative Societies, Odisha, it is learnt that most of these circular instructions have not been supplied to them.

After realising the above deficiencies, it is hereby directed that-

- 1) All the circulars already issued during the last 6-7 years and to be issued in future are to be circulated amongst the auditors/ concurrent auditors and the contents of such circular should be discussed in the monthly staff meeting unflinching.

2) Henceforth, monthly staff meeting proceedings should contain a para on circulation/ discussion of the contents of circular instructions amongst the auditors and the letter number and date in which the circular(s) was circulated should be spelt out invariably.

The above instructions should be followed meticulously.

Yours faithfully

Auditor General
Cooperative Societies, Odisha.

Memo No. _____/

Dated. _____/

Copy to Audit-3 seat for necessary follow up action.

Deputy Auditor General of
Cooperative Societies, Odisha.

5 Spare Copies.

AKS.06.09.2014