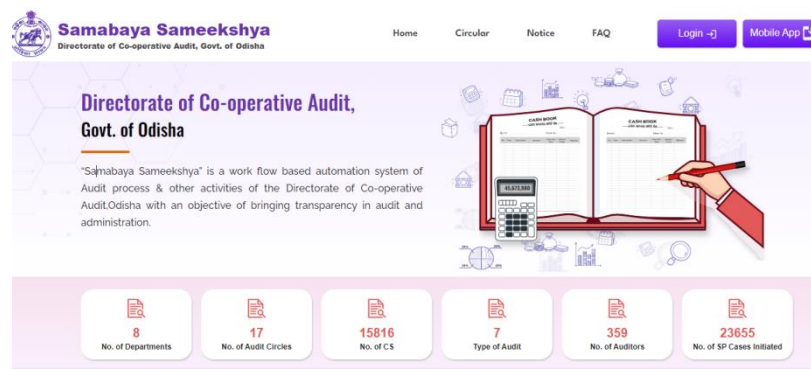


GUIDELINES FOR

AUDITORS LOGIN

“SAMABAYA SAMEEKSHYA”, DCA, ODISHA.

- To log in to the Samabaya Sameekshya portal use the url :
<https://samabayasameekshya.odisha.gov.in/>



- After completion of allotment process in circle wise user can login to Auditor by clicking on User id and password.

The image shows a login form with a purple background. The title 'Login' is at the top. There are three input fields: a username field with 'SCPAL' entered, a password field with masked characters, and a captcha field with the text 'J G Z R Z 2'. Below the captcha field is a text input field with the placeholder 'ENTER CAPTCHA'. There is a 'Forgot Password?' link and a 'Login' button at the bottom.

- Then entering to dashboard part of Auditor:

Samabaya Sameekshya
Directorate of Co-operative Audit, Govt. of Odisha

WELCOME SUBASH CHANDRA PAL | ROLE - AUDITOR | CIRCLE - SUNDARGARH

Year: 2023-24

Welcome
SUBASH CHANDRA PAL(AUDITOR)
subashpal64@gmail.com
9437343297

Download Authorization Order

Man Days Planning

Utilization

Notice Board
used to demonstrate the visual form of a document or a typeface without relying on meaningful content.

01 Dec Test 3
In publishing and graphic design, Lorem Ipsum is a placeholder text commonly used to demonstrate the visual form of a document or a typeface without relying on meaningful content.

Alloted CS List

CS Name	Audit Type	Audit Year	Mandays	Status	Action
MAJHAPARA LAMPCS	Statutory audit	2021-22	70	Not Taken	Views
BIRBIRA LAMPCS	Statutory audit	2021-22	55	Not Taken	Views

- There is Activity Menu under that submenu Audit process:

Samabaya Sameekshya
Directorate of Co-operative Audit, Govt. of Odisha

WELCOME SUBASH CHANDRA PAL | ROLE - AUDITOR | CIRCLE - SUNDARGARH

Year: 2023-24

Audit Process

- Inside Audit process Allotted CS list is there which was being allotted in circle level:

Alloted CS List

Authorization Order

Show 10 entries Search:

Sl.No.	CS Name	Category	Audit Type	District	Panchayat	Block	CAY	CAM	Status	Action
1	GADARODANGA SCS		Statutory audit	PURI		BRAHMAGIRI(PURI)	2016-17	20		
2	CO-OP. DEPT.CO-OP. CANTEEN		Statutory audit	KHORDHA		BHUBANESWAR(KHORDHA)	2017-18	30		
3	NASIKESWAR SCS		Statutory audit	PURI		KAKATPUR(PURI)	2018-19	20		
4	GHORADIA SCS		Statutory audit	PURI		DELANGA(PURI)	2018-19	30		

Showing 1 to 4 of 4 entries

Previous 1 Next

- In right side there is a authorization order button ,after clicking an Annual Allotment pdf will generated of that auditor:

ANNUAL ALLOTMENT

OFFICE OF THE ASSISTANT AUDITOR GENERAL OF COOPERATIVE SOCIETIES, PURI AUDIT CIRCLE, PURI

Order No.100/01/100

Dt.

In exercise of power conferred upon me under Section-62(1) (i) of the Odisha Cooperative Societies Act 1962, I Sri/Smt/Miss. , Asst. Auditor General of Coop. Societies, PURI Audit Circle, PURI, do hereby authorize Sri/Smt/Miss. **EMPLOYEE TEST,A.C.S** to conduct and complete the Audit of Cooperative Societies/Bank as per the list given below.

List of the Societies/Bank allotted with year of audit								
Sl No.	Name of the Coop-societies/Bank	W/M/L	Name of the District	Name of the Block	Year of Audit	Audit Type	Days Allotted	Period of Audit
1	2	3	4	5	6	7	8	9
1	GADARODANGA SCS	W	PURI	BRAHMAGERI(PURI)	2016-17	Statutory audit		01-04-2016 to 31-03-2017
2	CO-OP. DEPTT.CO-OP. CANTEEN	W	KHORDHA	BHUBANESWAR(KHORDHA)	2017-18	Statutory audit		01-04-2017 to 31-03-2018
3	NASIKESWAR SCS	W	PURI	KAKATPUR(PURI)	2018-19	Statutory audit		01-04-2018 to 31-03-2019
4	GHORADIA SCS	W	PURI	DELANGA(PURI)	2018-19	Statutory audit		01-04-2018 to 31-03-2019
List of the Societies/Bank assisted								
Sl No.	Name of the Coop-societies/Bank	W/M/L	Name of the District	Name of the Block	Year of Audit	Audit Type	Days Allotted	Assisted To
1	2	3	4	5	6	7	8	9
5	Assist Total Days							35
6	Report Checking							50
7	Election Duty							10
8	Extra							40
Total Mandays								235

- User can select any one of the CS from allotted cs list after that clicking on action button the page will display like:

Status	Action
	Document View letter to secretary verification Commencement Mode Half Margin Summon Closing Date Audit Report Location

- Document view will display document uploaded by CS.

CS Details

Name of The Audit Circle:	PURI	CS Name	GADARODANGA SCS
Year of Audit:	2016-17	Period of Audit:	01-04-2016 to 31-03-2017
Type of Audit:	Statutory audit	Authorisation order number:	100-AGCS-78
Authorisation order date:			

Document View

Balance Register	
Financial Statement	
Bank transactions	
Other Docs-1	
Other Docs-2	
Other Docs-3	
Other Docs-4	

- Letter to Secretary:

Letter to the Secretary on Production of Books & Records

Back

ADD

>	Record prod. Letter-1	Date Of Issue- 07-07-2022	Name of the CEO/Secretary- Qwert	PDF
>	Record prod. Letter-2	Date Of Issue- 08-07-2022	Name of the CEO/Secretary- Sures Nayak	PDF
>	Record prod. Letter-3	Date Of Issue- 08-02-2015	Name of the CEO/Secretary- Abinash Jena	PDF

- To click on add button page will display like:

Letter to the Secretary on Production of Books & Records

Back

CS Details

Name of The Audit Circle:	PURI	CS Name:	GADARODANGA SCS
Year of Audit:	2016-17	Period of Audit:	01-04-2016 to 31-03-2017
Type of Audit:	Statutory audit	Authorisation order number:	100-AGCS-78
Authorisation order date:			

Letter to the Secretary on Production of Books & Records

*Date of Issue of Letter	*Name of The CEO/Secretary	Day/Cash Book
Receipt & Expenditure Statement and Trial Balance for the period	Trading Account for the year	Profit & Loss account for the year
From To	Statements/Schedules/Annexure (relating to Financial Statements)	Detailed bank transaction statements of all accounts
Balance Sheet		

Letter to the Secretary on Production of Books & Records

*Date of Issue of Letter	*Name of The CEO/Secretary	Day/Cash Book
Receipt & Expenditure Statement and Trial Balance for the period	Trading Account for the year	Profit & Loss account for the year
From To		
Balance Sheet	Statements/Schedules/Annexure (relating to Financial Statements)	Detailed bank transaction statements of all accounts
Loan-cum-NPA Balance Register for the year	Share/Deposit Balance Register (if any) for the year	Stock /Cash verification report (if any) for the year
Notice Book in respect of the Committee Meeting and AGB Meeting	Balance Statement of Sundry Debtors and Sundry Creditors	Nos. of Money Receipt Books with their Series Nos
All other Books and Records (maintained up to date) relating to the period under audit		

Final Submit

- PDF format also generated :

Samabaya Sameekhya
Directorate of Co-operative Audit, Govt. of Odisha

Letter to the Secretary on Production of Books & Records

CS Details			
Name of The Audit Circle:	PURI	CS Name:	GADARODANGA SCS
Year of Audit:	2016-17	Period of Audit:	01-04-2016 - 31-03-2017
Type of Audit:	Statutory audit	Authorisation order number:	100-AGCS-78
Authorisation order date:			

Particulars	Remark	Particulars	Remark
Date Of Issue Of Letter	07-07-2022	Day/Cash Book	
Name Of The CEO/Secretary	Qwert	Receipt & Expenditure Statement and Trial Balance for the period	
Trading Account Of The Year		Profit & Loss For The Year	
Balance Sheet As On		Statements/Schedules/Annexure (relating to Financial Statements)	
Detailed Bank Transactions Statements Of An Account		Loan-cum-NPA Balance Register For The Year	
Share/Deposit Balance Register(if any) For The Year		Stock/Cash Verification report(if any) For The Year	
Notice Book In Respect Of The Committee Meeting and AGB Meeting		Balance Sheet Of Sundry Debtors And Sundry Creditors As	
No. Of Money Receipt Books With Their Series No		All Other Books And Records(maintained upto date) Relating To The Period Under Audit	

- Verification of books and records:

Verification of Books & Records for Audit

CS Details	
Name of The Audit Circle:	PURI
Year of Audit:	2016-17
Type of Audit:	Statutory audit
Authorisation order date:	

Verification of Books & Records for Audit	
*Date of Verification	*Name of the CEO/Secretary
List of Books and Records maintained	Cash/Day Book Maintained
From To	From Date To Date
Money Receipts at no.	No. Of Voucher for the year
From To	
Loan ledger maintained	Subsidiary ledgers
From Date To Date	
Deposit Balance Register	Statements/Schedules/Annexure (relating to Financial Statements)
Remarks	

Final Submit

- Letter of commencement of Audit:

Letter of Commencement of Audit

PDF

Back

CS Details

Name of The Audit Circle:

PURI

CS Name:

GADARODANGA SCS

Year of Audit:

2016-17

Period of Audit:

01-04-2016 to 31-03-2017

Type of Audit:

Statutory audit

Authorisation order number:

100-AGCS-78

Authorisation order date:

Letter of Commencement of Audit

*Date of Commencement of Audit

14-07-2022

*Name of The CEO/Secretary

Harishar Sethy

Verification of Cash

Verification of Postage

Verification of Bank Balance

Bills & Security

Insurance

DICOC

Any Others

Remarks

Final Submit

- Half-margin:

Half Margin Memo

Back

+ADD

>

HM -1

Date of Issue-

13-07-2022

Half Margin Issued To-

Subham

PDF

>

HM -2

Date of Issue-

09-07-2022

Half Margin Issued To-

Ranli

PDF

>

HM -3

Date of Issue-

05-08-2022

Half Margin Issued To-

Raj

PDF

>

HM -4

Date of Issue-

05-08-2022

Half Margin Issued To-

Rajat

PDF

>

HM -5

Date of Issue-

28-09-2022

Half Margin Issued To-

Rajesh

PDF

>

HM -6

Date of Issue-

13-07-2022

Half Margin Issued To-

Indira

PDF

- After click on Add button:

CS Details

Name of The Audit Circle:

PURI

CS Name:

GADARODANGA SCS

Year of Audit:

2016-17

Period of Audit:

01-04-2016 to 31-03-2017

Type of Audit:

Statutory audit

Authorisation order number:

100-AGCS-78

Authorisation order date:

Half Margin Memo

*Name of the person to whom Half Margin Issued

Designation of The Person To Whom Half Margin Memo Issued

*Compliance to be Submitted by date

Date of Submission Of Compliance

Remark

Sl. No	*Para/Points of Objections	Add
1		+

Final Submit

- Summon:

Summon

Back

ADD

>

Summon- 1

Issue Date- 01-09-2022

Summon Issued To- Rajat

PDF

>

Summon- 2

Issue Date- 14-09-2022

Summon Issued To- Rajesh

PDF

- Add button:

Summon

Back

CS Details

Name of The Audit Circle:

PURI

CS Name:

GADARODDANGA SCS

Year of Audit:

2016-17

Period of Audit:

01-04-2016 to 31-03-2017

Type of Audit:

Statutory audit

Authorization order number:

100-AGCS-78

Authorisation order date:

Summon

*Name of the person to whom Summon Issued

Designation of Person To Whom Summon Issued

*Date Of Issue

*Date of Appearance

*Time of Appearance

Remark

*Description:

Enter the Summon Details Here

Final Submit

- To view the summon:

ADD

>

Summon- 1

Issue Date- 01-09-2022

Summon Issued To- Rajat

PDF

Exam Date- 24-09-2022

Designation-

Exam Time-

Description

Remarks from CS

this a summon

other message

- Closing Date:

Completion of Audit

PDF

Back

CS Details

Name of The Audit Circle: PURI CS Name: GADARODANGA SCS
 Year of Audit: 2016-17 Period of Audit: 01-04-2016 to 31-03-2017
 Type of Audit: Statutory audit Authorisation order number: 100-AGCS-78
 Authorisation order date:

Completion of Audit

Date of Commencement of Audit

14-01-2022

*Date of Completion of Audit

Total Days Devoted For Audit

Final Submit

- Audit report:

P.A.C.S. AUDIT REPORT - GADARODANGA SCS

FOR THE YEAR - 2016-17

Back

Client Master	Liabilities & Income	Assets and Expenditure	Upload	Reports	Save Assets & Expenditure
Sl No.	Head of Accounts (as prescribed in CAS)	Opening Balance as on 01.04.2016	Total Debit during the year	Total Credit during the year	Closing Balance as on 01.03.2017
1	CASH AND BANK BALANCES				
1	Cash on Hand A 21	0			
2	Current Account with DCCB/ SCB A 22	0			
3	Current Account with Other Banks A 23	0			
4	Savings Bank Account with DCCB/ SCB A 24	0			
5	Savings Bank Account with Other Banks/ Institutions A 25	0			
2	INVESTMENTS				
1	Government and Trustee Securities	0			
2	Share in other Coop. Institutions A 26	0			
3	Term Deposit with SCB/DCCB representing Reserve Fund A 27	0			
	TOTAL ASSETS AND EXPENDITURES	0.00	0.00	0.00	0.00