



AuditOnline

FACILITATING AUDIT IN GOVERNMENT



**RD (Panchayat) Department
Government of Tripura**

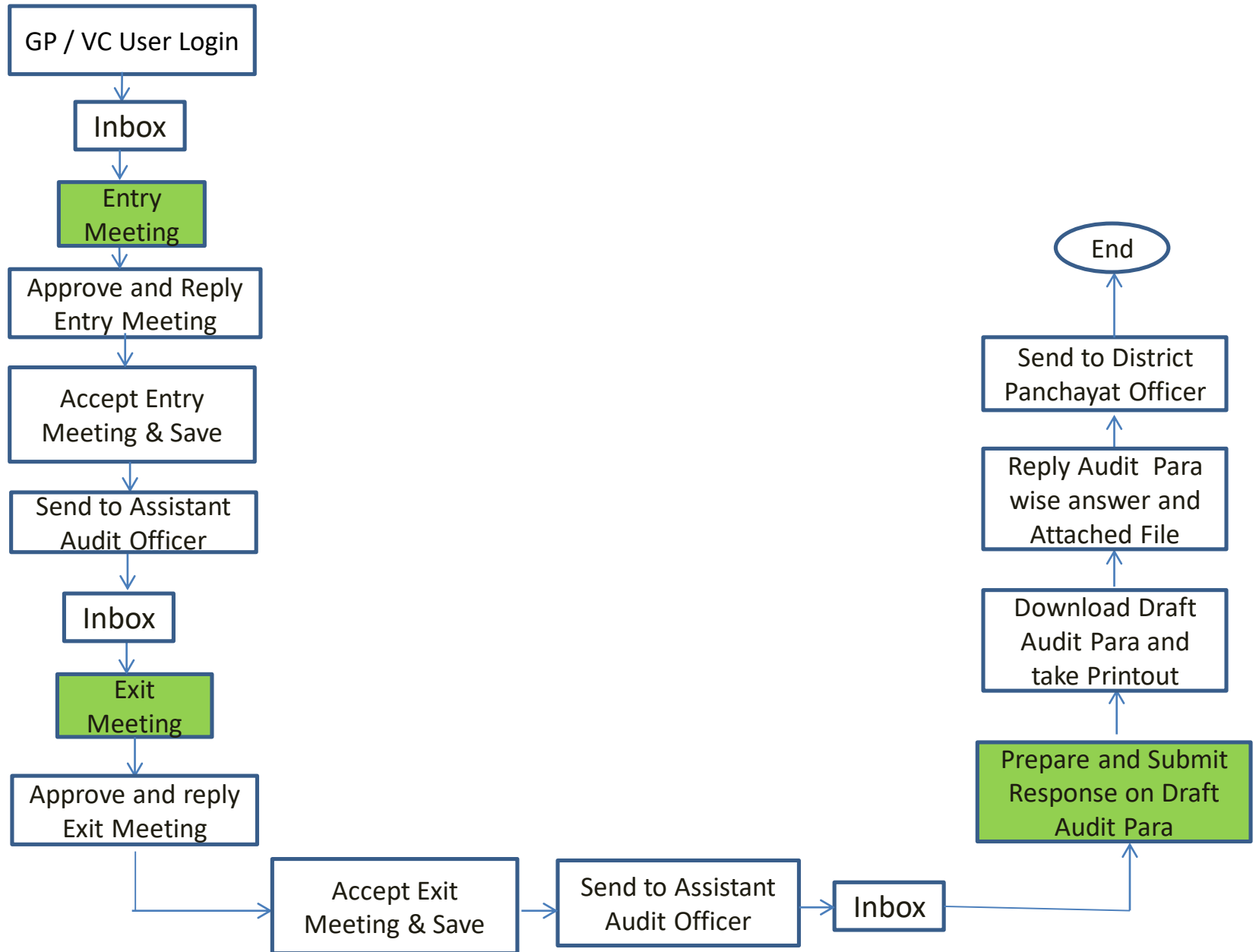
Overview

- ❑ Audit Online is one of the generic and open source applications developed as a part of Panchayat Enterprise Suite (PES) under e-Panchayat Mission Mode Project (MMP) initiated by the Ministry of Panchayati Raj (MoPR).
- ❑ Audit Online facilitates the financial audit of accounts at all the three levels of Panchayats viz District, Block and Village Panchayats, Urban Local Bodies (ULB) and Line department by Auditors (State AG/LFA).
- ❑ Audit Online facilitates recording details for both Internal and External Audit as per the defined process.
- ❑ The software not only facilitates the online accounts but also serves the purpose of maintaining the past audit records of the auditee with associated list of the auditors and audit team involved in the audit and acts as a good financial audit tool.
- ❑ Improves transparency & accountability.
- ❑ The information is available in public domain.

Benefits of using e-Audit

- Facilitates Transparency in governance
- Facilitates Accountability
- Improves Efficiency
- Strengthens Financial Management
- Transition from paper based to computer based system
- Saves Time and Effort
- Can be easily monitored
- Corrective measures and Training programmes can be provided after due analysis for removing common mistakes

FLOW CHART OF AUDIT ONLINE IN GP / VC USER LOGIN




HOMEPAGE

AuditOnline x +

← → ↻ ⚠ Not secure | auditoronline.gov.in


Government of India | Ministry of Panchayati Raj Languages ▾ A+ A- A

 **AuditOnline**
Facilitating Audit in Government

HOME ABOUT US DASHBOARD FEATURES DOWNLOADS FAQs REPORTS [LOGIN](#)

FACILITATING AUDIT IN GOVERNMENT

AuditOnline is one of the generic and open source applications developed as a part of Panchayat Enterprise Suite (PES) under e-panchayat Mission Mode Project (MMP) Initiated by the Ministry of Panchayati Raj (MoPR). It facilitates internal & external audit of Government department / Panchayati Raj Institutions.
[Read more →](#)



The diagram illustrates the 'Stages of Audit' as a pyramid with five levels. From top to bottom, the levels are: Level of Criticality (green), Audit Para (purple), Auditor Records Observations (blue), Draft Para (light blue), and Draft Note (red). Below these are Auditor Inquiry (orange), Local Audit Report (yellow), and Audit Inquiry (red). Arrows indicate a flow from top to bottom and back up.

Select Period Being Audited: 2021-2022 ▾

Year Book Closed 209549	No. of Registered Auditors 8143	No. of Registered Auditees 258241
No. of Audit Plans Created 24641	No. of Observations Recorded 7411	Audit Reports Generated 250

Easy Steps to Configure AuditOnline

- Define Configuration by specifying Auditor & Auditee and Type of
- Define Process Flow by specifying all tasks and its Mapping
- Define Category/Sub-Category and Dynamic Form (Case Sheet/Fact
- Define Report Template for generation of Audit Report
- Constitute Audit team and Assign team to Auditee

Ready to Use

Windows Taskbar: Type here to search, 39°C, Haze, 1:36 PM, 13 Jun 22

GRAM PANCHAYAT / VILLAGE COMMITTEE ONETIME TIME PROFILE UPDATE

Create User Profile

First Name *

Middle Name

Last Name

Permanent Employee Number

Designation

Date Of Joining *

Date of Birth

Gender

Caste

Qualification

Mobile Number *

Email Address

User Type *

User Login Id *

Dealing Group

Is Group Head ?

Date of joining means date of joining of the user in the current office.

Click in User Type: Auto-generate Id when updating for the 1st time in profile

User has to click in Save for Submitting Profile Update

Save Clear Close

GRAM PANCHAYAT / VILLAGE COMMITTEE LOGIN HOMEPAGE



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾

A-

A

A+

Home



User Account

Settings ▾

- View Profile
- Update Profile
- Reset Password
- Change Password

Inbox <

Drafts <

Sent <

Pull Task <

Downloads <

WELCOME - MD MIAH

0
Inbox
More info ↻

0
Drafts
More info ↻

0
Sent
More info ↻

Audit
Status
More info ↻

Assigned Task
Today 0 This Week 0 This Month 0

Task Completed
Today 0 This Week 0 This Month 0

GRAM PANCHAYAT / VILLAGE COMMITTEE ENTRY MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾

A-

A

A+

Home



2



User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

WELCOME - Sujit Deb

1

Inbox

More info

Click in Inbox
for Approve
Entry Meeting

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Audit
Status

More info

Assigned Task

Today 0

This Week 0

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Task Completed

Today 0

This Week 0

This Month 0

GRAM PANCHAYAT / VILLAGE COMMITTEE ENTRY MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾ A- A A+ Home 🔔 🧑 ⚙️

User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

Inbox



RequisitionTask

Show 10 entries

Search:

S No.	Auditee Name	Component Name	Sent By	Audit Period	Schedule Date	Task Name	Type	date	No. Of Observation	Action
1	Khowai-Kalyanpur-West Dwarikapur	14FC	Piklu De(Assistant Audit Officer)	01-04-2019 To 31-03-2020	24-09-2021 To 28-09-2021	Approve and reply entry meeting	Approve MoM	24-09-2021 12:05:43	0	

Click in Approve Entry Meeting

Showing 1 to 1 of 1 entries

Previous 1 Next

GRAM PANCHAYAT / VILLAGE COMMITTEE ENTRY MEETING

Facilitating Audit In Government

Menu

User Account
Settings
Inbox
Drafts
Sent
Pull Task
Downloads

Approve and reply entry meeting

Office Name: Khowai-Kalyanpur-West Dwarikapur

Date Of Meeting: 24/09/2021

Sarpanch Name*

Secretary Name*

Select Participant*

- Assistant Audit Officer - Piklu De
- Assistant Audit Officer (H.Q.) - JYOTIRMOY TARAN
- Audit Officer - SUJIT DAS
- Auditor - Lamkima Kuki
- Auditor (H.Q.) - Anup Kumar Deb

Attach Files

View Trail

Agenda

Entry Conference

Finance Commission (XIVFC) grant for the F.Y. 2019-20. Accordingly, online audit programme at West Dwarikapur GP under Kalyanpur RD Block shall be carried out for the period from 24-09-2021 to 28-09-2021.

The concerned authority is requested to kindly co-operate all sorts of co-operation for smooth & timely completion of online audit programme.

Remarks

Accept Reject

Fill up Sarpanch Name

Fill up Secretary Name

Click in Accept

Click in Save and Send for Approve Entry Meeting

Save And Send Export to Pdf

GRAM PANCHAYAT / VILLAGE COMMITTEE ENTRY MEETING

Menu

Language ▾ A- A A+ Home 🔔 [User Profile]

Send Task

Reply and Approve entry meeting by Panchayat Sect

- Verify the intimation letter
- Record Intimation letter

TO* Subhash || Senior Auditor

CC × Narayana || District Local Fund Auditor × Srinivas || Assistant Audit Officer × VV Rao || Junior Auditor

Date of Reply: 24/06/2020

Back Send Close

Callouts:

- User has to click in Verify for entry meeting
- User has to click in TO for sending entry meeting
- User has to click in send for sending entry meeting

GRAM PANCHAYAT / VILLAGE COMMITTEE ENTRY MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾

A-

A

A+

Home



User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

Inbox

 Data Send Successfully 

Inbox

ccTask

RequisitionTask

Show 10 entries

Search:

S No.	Auditee Name	Component Name	Sent By	Audit Period	Schedule Date	Task Name	Task Type	Receive date	No. Of Observation	Action
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No data available in table

Showing 0 to 0 of 0 entries

Previous

Next

After Save and Send for Entry Meeting

GRAM PANCHAYAT / VILLAGE COMMITTEE ENTRY MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾

A-

A

A+

Home



User Account

Settings

Inbox

Drafts

Sent

← Pull Task

○ Downloads

WELCOME - Sujit Deb

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Status

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Assigned Task

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This Week 0

This Month 0

Task Completed

Today 1

This Week 1

This Month 1

Entry Meeting
Sent record

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾

A-

A

A+

Home



User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

WELCOME - Goutam Das

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Click in inbox
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Meeting
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Entry Meeting
Sent record

Audit
Status

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Assigned Task

Today 0 This Week 0 This Month 1

Task Completed

Today 0 This Week 0 This Month 0

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾ A- A A+ Home 🔔 🔔 🔔 🔔

User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

Inbox

ccTask

RequisitionTask

Show 10 entries

Search:

S No.	Auditee Name	Component Name	Sent By	Audit Period	Schedule Date	Task Name	Task Type	Receive date	No. Of Observation	Action
1	West Tripura-Mohanpur-Rangachara	15FC	DILIP MIAH(Assistant Audit Officer)	01-04-2020 To 31-03-2021	09-09-2021 To 10-09-2021	Approve Exit Meeting	Approve MoM	18-09-2021 15:52:16	2	

Click in Approve Exit Meeting for Approve

Approve Exit Meeting

Showing 1 to 1 of 1 entries

Previous 1 Next

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING PART 1



AuditOnline

Facilitating Audit In Government

Menu

Languages ▾ A A+ Home 🔔 🧑 - ⚙️

- User Account
- Settings
- Inbox
- Drafts
- Sent
- Push Task
- Downloads

Approve Exit Meeting by auditee

Office Name West Tripura-Moharpur-Gajjala

Meeting Type **Exit Meeting**

Date Of Meeting 08/01/2021

Select Participant*

- Assistant Audit Officer - Rana Sharma
- Auditor - Goutam Shil
- Panchayat Secretary - Sikha Deb Roy
- Others

Attach Files

Introduction

1. Unutilized fund of Rs.14.94 lakh.
2. Non obtaining of Utilization Certificate (UC) from the EE RD Division, Agartala amounting to Rs 5,10,021/-.
3. Non- inclusion of Labour cost in the estimate.

Decisions*

1. Necessary steps will be taken to utilize the unutilized FPC fund very soon.
2. Action will be taken to obtain the Utilization Certificate from the EE RD Div. Agartala, West Tripura very soon.
3. Necessary communication would be made with the block authority to incorporate the Labour cost in the Estimates.
4. The matter will be scrutinized and necessary steps will be taken in this regard.

Remarks

Accept Reject

User has to click Accept for Exit Meeting

User has to click Save and Send for sending Exit Meeting

Save And Send

Export to Pdf

Close

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING PART 2



AuditOnline

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Menu

- User Account
- Settings
- Inbox
- Drafts
- Sent
- Full Task
- Downloads

Languages A- A A+ Home

Approve Exit Meeting by auditee

Office Name West Tripura-Mohanpur-Rangachara

Date Of Meeting 18/09/2021

Sarpanch Name*

Fill up Sarpanch Name

Secretary Name*

Fill up Secretary Name

Select Participant*

- Assistant Audit Officer - DILIP MIAH
- Assistant Audit Officer (H.Q.) - JYOTIRMOY TARAN
- Audit Officer - Pasha Rani Chakma
- Auditor - Newton Debbarma
- Auditor (H.Q.) - SUKUMAR DEBBARMA

Attach Files

View Trail

Agenda

- Un-utilized fund under 15th FC grant.
- Non-conduction of Gram Sabha.

Decisions*

- Necessary steps will be taken to utilize the unspent Grant of 15th Finance Commission (only need).
- Immediate action will be taken to conduct the meeting as per Provision of Panchayat Act.

User has to click Accept for Exit Meeting

Accept Reject

User has to click Save and Send for sending Exit Meeting

Save And Send Export to Pdf Close

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING PART 3

Approve Exit Meeting by auditee

Office Name: Khovai Khovai-Gourajari

Date Of Meeting: 01/10/2021

Sarpanch Name*: Bikram Datta

Secretary Name*: Goutam Das

Select Participant*

- Auditor (H.Q.) - Dibakar Dattagupta
- Director - Satyajit Sarkar
- Joint Director - Biplob Das
- Panchayat Secretary - Goutam Das
- Others

Attach Files

View Trail

Agenda

1. Utilized fund amounting to Rs. 14,14,892.50 as on 31.03.2020 under 14th Finance Commission.
2. Non-deduction of income tax (I.T./STNC) amounting to Rs. 1,03,949 lakh in connection with supplied of 1st class bricks and soft wood etc. from the below mentioned suppliers during the year 2019-20.
3. Non-availability of Delivery challan against supplied of 1st class bricks an amount involved of Rs. 8.28 lakh.

Decisions*

1. Necessary steps will be taken to utilize the unutilized FFC fund very soon.
2. Necessary action will be taken to deduct as well as recovery from the concerned suppliers at an early.
3. The matter will be scrutinized and necessary steps will be taken in this regard.

Remarks

Accept Reject

Fill up Sarpanch Name

Fill up Secretary Name

User has to click Accept for Exit Meeting

User has to click Save and Send for Sending Exit Meeting

Save And Send Export to Pdf Close

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AuditOnline

Facilitating Audit In Government

Menu



Languages ▾ A- A A+ Home 🔔 🔌 🔍

User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

Send Task

User has to click in Sent To for sending Exit Meeting

Approve Exit Meeting by auditee

Correction of Draft Audit Para

* SUKUMAR || Auditor (H.Q.)

User has to Fill up date of reply

22/09/2021

User has to Click in Send for Exit Meeting

Back Send Close

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾ A- A A+ Home 🔔 🔔 🔔 ⚙️

User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

Inbox

 Data Send Successfully ✕

Inbox

ccTask

RequisitionTask

After sending
Exit Meeting

Show 10 entries

Search:

S No.	Auditee Name	Component Name	Sent By	Audit Period	Schedule Date	Task Name	Task Type	Receive date	No. Of Observation	Action
No data available in table										

Showing 0 to 0 of 0 entries

Previous Next

GRAM PANCHAYAT / VILLAGE COMMITTEE EXIT MEETING



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾

A-

A

A+

Home



User Account

Settings

Inbox

Drafts

Sent

Pull Task

Downloads

WELCOME - Raja Datta

0

Inbox

More info

0

Drafts

More info

2

Sent

More info

Audit
Status

More info

Exit Meeting
Sent record

Assigned Task

Today 0 This Week 0 This Month 0

Task Completed

Today 1 This Week 1 This Month 1

GRAM PANCHAYAT / VILLAGE COMMITTEE RESPONSE DRAFT AUDIT PARA



AuditOnline

Facilitating Audit In Government

Menu



Languages ▾ A- A A+ Home 🔔 🔌 ⚙️

User Account

Settings

Inbox

Drafts

Sent

Inbox

ccTask

RequisitionTask

Show 10 entries

S No.	Auditee Name	Sent By	Audit Period	Task Name	Task Status	Task Date	Observation	Action
1	Sepahijala-Bishalgarhi-Kamalasagar	Satyajit Sarkar(Director)	01-04-2019 To 31-03-2020	Prepare and submit response on Draft Audit Para	Prepare response	05-01-2021 16:18:47	2	

Showing 1 to 1 of 1 entries

Previous 1 Next

User has to click in prepare and submit response on Draft Audit Para reply

GRAM PANCHAYAT / VILLAGE COMMITTEE RESPONSE DRAFT AUDIT PARA



AuditOnline

Facilitating Audit In Government

Menu



User Account

Settings

Inbox

Drafts

Sent

Prepare and submit response on Draft Audit Para

Nature Of Audit

Auditee Office

Period Being Audited

Reporting Period

Select All

User has to click in Select all for Observation Draft Audit Para answer reply

User has to click in View Report for downloading PDF file of Observation report and take print out and prepare answer.

View Report

User has to click in + sign (Expand) for Typing answer reply of Observation 1,2, 3 etc.

1

Observation Number : 1

Scheme : General

Observation Type : Expenditure

Risk Category/Sub Category : Un-Utilized Fund / Un-utilized fund under 14th FC grant

2

Observation Number : 2

Scheme : General

Observation Type : Expenditure

Risk Category/Sub Category : Irregularities in payment / Payment made to the third party instead of actual payee

User has to click in update and send for Observation Draft Audit Para reply

Update And Send

Close

GRAM PANCHAYAT / VILLAGE COMMITTEE OBSERVATION PARA 1

Facilitating Audit in Government

Menu

Language: A- A A+ Home

User Account Settings

Inbox

Drafts

Sent

Pull Task

Downloads

Prepare and submit response on Draft Audit Para

Nature Of Audit : Scheme

Auditee Office : West Tripura-Moharpur-Gajaria

Period Being Audited : Apr 1, 2019 - Mar 31, 2020

Reporting Period : Jan 6, 2021 - Jan 12, 2021

1 **Observation Number** : 1

Observation Type : Expenditure

Category / Subcategory : 06 - Non Utilization of Earmarked funds / Un-utilized fund under 14th FC grant

AUDITOR OBSERVATION 0

On scrutiny of Cashbook, other records and register of Gajaria GP and information as made available to audit, it was revealed that the GP authority had earned/ received a total fund of Rs.28,68,043/- during the FY 2019-20, including opening balance of Rs.11,30,800/- as on 01.04.2019. Out of this, Rs.13,73,756/- was utilized during that period and there was an unspent balance of Rs.14,94,287/- as on 31-03-2020. Details are given below:

Opening Balance (Rs)	Receipt (Rs)	Total (Rs)	Expenditure (Rs)	Closing Balance (Rs)
1130800	1737243	2868043	1373756	1494287

Development funds remaining unspent indicate poor planning and improper implementation thereby depriving the beneficiaries from the intended benefits of the schemes.

During discussion the authority stated that necessary steps would be taken to utilize the unutilized FFC fund very soon.

Latest position in this regard may be intimated to audit with supporting papers.

AUDITEE RESPONSE 0

PARA1:- Reply to the Observation-Un-utilized fund under 14th FC Grant.

The Balance amount of Rs.1494287/- 31/03/2020 under 14th FC Grant has been incurred through II nos. Projects. Out of these, 09 nos. has already been completed and remaining 03 would be completed before 31/03/2021. Thus the balance of FFC fund would be nil.

Copy enclosed :

1. Work Order Copy
2. Sanction Memo Copy

After typing answer of observation 1, user has to click in Attachment of file for proof of documents upload.

GRAM PANCHAYAT / VILLAGE COMMITTEE OBSERVATION PARA 3

2

Observation Number : 3



Observation Type : Expenditure

Category / 16 - Pendency of Utilization Certificates / Non-submission of UC by the line department

Subcategory:

AUDITOR OBSERVATION

0

During Scrutiny of records it was revealed that, the Panchayat authority had placed the fund through Cheque no. 858807 dt. 17-06-19 amounting to Rs. 5.10 lakh in favour of the EE, RD Division, Agartala West Tripura for Construction of Box culvert along with brick soling etc vide sanction memo No F.13(34)/BDO/MNP /PANCH/ PDF/FFC/2019-20/ not available, Dated:14.06.2019. But the Panchayat authority could not obtain UC from the concerned department till the date of audit (June 2020). In absence of Utilization Certificate how the Panchayat authority had satisfied regarding the utilization of fund for which it was placed.

During discussion the authority stated that, action would be taken to obtain the Utilization Certificate from the EE RD Div Agartala, West Tripura very soon.

Compliance in this regard may be intimated to audit along with supporting documents.

AUDITEE RESPONSE

1

PARA3: Reply to the observation Non Submission of UC by the line Department.

Through proper channel which is enclosed here with for ready reference.

Hence the matter may kindly be dropped.

Copy enclosed:

GRAM PANCHAYAT / VILLAGE COMMITTEE DRAFT AUDIT PARA SEND TO



AuditOnline

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Menu



Languages ▾ A- A A+ Home 🔔 🔔 ⚙️

User Account

Settings

Inbox

Drafts

Sent

Send Task

User has to click in Send "TO" for selecting District Panchayat Officer in dropdown

Prepare and submit response on Draft Audit Para

Forward the response to the Draft Audit Para

TO*

To Users

User has to Fill up date of reply

CC

CC Users

Date of Reply:

Date of Reply

User has to click in send for sending Draft Audit Para to District Panchayat Officer

Back Send Close

Thank You