

مولانا آزاد نیشنل اردو یونیورسٹی  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A Central University established by an Act of Parliament in 1998)  
(Accredited "A" Grade by NAAC)



Lr.No.MANUU/Admn.&Estate/Transaction Audit-2017-18/2018-19/31

Date: 7.01.2019

**CIRCULAR**

Sub: Transaction Audit of MANUU University by O/o Director General of Audit (Central), Hyderabad for 2017-18 from 27.12.2018 to 18.01.2019 - Reg.

Ref: 1. Lr. No. DGA (Central) CAB/2018-19/ dt: 26.12.2018  
2. Vice-Chancellor's Approval dated 31.12.2018

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The Audit Team of O/o the Director General of Audit (Central), Hyderabad has commenced the Transaction Audit of the Maulana Azad national Urdu University, Hyderabad being conducted from 27.12.2018 to 18.01.2019. In this context, the following instructions are issued to all concerned for facilitating the production of records, replies to audit enquiries issued during the course of the transaction audit and latest/updated status of pending paras of previous audit reports.

1. The Heads of the Departments/Sections may produce the relevant records/registers/files as to the Audit Team as required by them from time to time during the course of transaction audit.
2. The replies to Audit Enquiries (AEs) may be furnished (Original reply along with a copy) within 1 or 2 days in consultation with the Internal Audit Officer.
3. The replies to the outstanding paras of previous Audit Reports pending for the period from 2008-09 to 2017-18 were furnished earlier to O/o the Director General of Audit (Central), Hyderabad in June, 2018 i.e. six months back. Hence, the Heads of the Departments/Sections may review the status as on date and compliance furnished with latest/updated position.
4. Mr. S.B. Vijaya Sekhar, Internal Audit Officer will coordinate with the Audit Team of O/o the Director General of Audit (Central), Hyderabad conducting the transaction audit, by receiving the Audit Enquiries (AE's), vetting of the replies furnished by the respective Heads of the Departments/Sections and furnishing the consolidated replies to the Audit Team with approval of the competent authority.
5. Dr. M.K. Vairagi, Joint Registrar has been nominated as the Liaison Officer for the transaction audit. Mr. Aftab Alam Baig, Asst. Registrar, DDE will provide assistance to the Liaison Officer for smooth conduct of the transaction audit.

  
7/1/19  
Joint Registrar  
(Admn. & Estate)

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