

**Directorate of Cooperation  
Himachal Pradesh**

No. Coop. 3-978/78-A-XIII

Dated Shimla-9, the June, 2014

**ORDER**

In exercise of the powers vested in me under section 61 to 63 of the H. P. Cooperative Societies Act, 1968 (Act No. 3 of 1969) the statutory audit of the H.P.State Cooperative Agriculture & Rural Development Bank Ltd. Shimla-9 for the year 2013-14 is allotted to M/S Rajeev Sood & Company, Chartered Accountant, 71, Middle Bazar Shimla-1.

The statutory audit of the Bank be taken up immediately and completed by 31-08-2014 and tax audit report be submitted to the Income Tax Department before 30-09-2014. The main observation/audit paras may be discussed with the Bank management before finalization of the Audit report.

The Chartered Accountant is directed to see that while conducting the audit for the year 2013-14 the following instructions be strictly complied with:-

1. The audit should be conducted thoroughly and scrupulously in terms of provisions of the ibid section of the H.P. Cooperative Societies Act, 1968 and Rule 85 of the H.P. Cooperative Societies Rules 1971. The Audit should be completed before 30-09-2014 and the Auditor shall submit their complete Audit Report on Long form Audit Report (LFAR) in duplicate supported by lists and detailed commentary, wherever required.
2. The Balances of the Balance sheet as on 31-03-2014 should be supported with lists and each head of Balance sheet be commented thereupon.
3. The Bank is directed to supply a comprehensive check list for statutory audit along with a copy of last Statutory Audit Report and compliance report thereon to the Chartered Accountant. The C.A. is directed to ensure that all points given in the checklist are strictly adhered to in audit.
4. It is further directed that exhaustive observations on each and every aspect pertaining to the working system of the bank be given in a separate note along with copy of balance sheet and profit and loss account. Classification of assets under N.P.A. be checked exhaustively and MOCs be highlighted and incorporated in the balance sheet. The relevant statements be attached with the audit report.

The audit fee for conducting the statutory audit of the Bank shall be settled mutually by the bank and the Chartered Accountant. The norms fixed by the NABARD in respect of audit fee of RRBs as conveyed by NABARD in its letter Endst. No. NB.HPRO/IDD/LDB-05/2011-12 dated 27-03-2012 may be kept in view while settling the Audit fee.

  
**(R.D. Nazeem (IAS))**  
Registrar Cooperative Societies  
Himachal Pradesh

Endst No. Coop.-3-978/78-A-XIII

Dated Shimla-9, the 18 June, 2014.

Copy to:-

1. The Managing Director, the H.P. State Cooperative Agriculture & Rural Development Bank Ltd. Kausmpti (Shimla) in reference to his office letter No. SARDB/BCS/Statutory Audit/2014-1434 dated 31-05-2014 for information and necessary action with the request to communicate the order of allotment to the Chartered Accountant along with comprehensive check list for audit at the earliest to facilitate completion of audit within stipulated period.
2. The Chief General Manager, NABARD Kasumpti Shimla-9 for information please.
3. M/S Rajeev Sood & Company, Chartered Accountant, 71, Middle Bazar Shimla-1 through the Managing Director, the H.P. State Cooperative Agriculture & Rural Development Bank Ltd. Shimla-9 for immediate compliance.

  
**(R.D. Nazeem (IAS))**  
Registrar Cooperative Societies  
Himachal Pradesh