

No. AB5- 43136/2010/DHS.

Directorate of Health Services
Thiruvananthapuram. Dated: .10.2011

From

The Director of Health Services

To

The District Medical Officer of Health,
Thiruvananthapuram, Kollam, Alappuzha,
Pathanamthitta, Kottayam, Idukki, Ernakulam,
Thrissur, Palakkad, Kozhikode, Wayanad,
Malappuram, Kannur, Kasaragod.

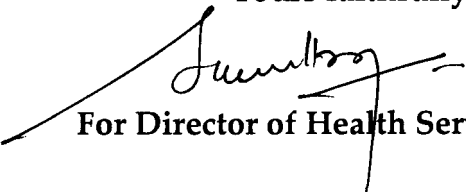
Sir,

Sub:- Health Services Department- Audit Monitoring Committee
meeting held on 10.10.2011 – Minutes – Forwarding of –
Reg.

Ref:- Nil

I am forwarding herewith a copy of minutes of Audit Monitoring
Committee meeting held on 10.10.2011 for information and necessary
action. An action taken report on each decision taken on the meeting
should be furnished before attending the next Audit Monitoring
Committee Meeting on 10.11.2011. The details on pendency should be
furnished in the Proforma enclosed herewith.

Yours faithfully,


For Director of Health Services

Copy to:

- 1) The Addl. Director of Health Services FW/Planning/Vigilance /
Medical.
- 2) All the Participants.
- 3) The Superintendent, MSA/FWC/PLA/PLB/MC/HT/CPC/MSA / EC / BA
Sections.

MINUTES OF AUDIT MONITORING COMMITTEE MEETING HELD ON

10.10.2011

Sub:- Audit monitoring committee meeting held on 10.10.2011.

Venue:- Conference Hall of the Directorate of Health Services,
Thiruvananthapuram.

As per the Government direction it is decided to conduct Audit Committee Meeting at Department Level on 10th of every month. As such the meeting for October 2011 was conducted on 10.10.2011.

The meeting commenced at 10.30 A.M, presided over by Dr. P.K.Jameela, Director of Health Services.

The following Officers attended the meeting.

1. Smt. Mavis Swittens, Senior Finance Officer.
2. Smt. Lakshmi Raghunathan, Finance Officer.
3. Sri P. Vijaya Kumar. , Senior Superintendent, AC Section DHS Office.
4. Sri. Radha Krishnan.S, Senior Superintendent, AB Section DHS Office.
5. Sri. C. V. Mohankumar, UD Clerk (HG), AC. Section, DHS Office
6. Sri. Suresh kumar. P, UD Clerk, AC . Section, DHS Office
7. Smt. Praveen Ganesh. G, LD Clerk, AB. Section, DHS Office
8. Sri. Muraleedharan. G, LD Clerk, AC. Section, DHS Office
9. Smt. Deepa. K.V, LD Clerk, AC. Section, DHS Office.
10. Sri. Satheesh Kumar.G, UD Clerk, AC. Section DHS Office.
11. Sri. Sasikumar. C.G, Sr. Superintendent, DMO(H) Pattanamthitta.
12. Sri. Raju. T .K, UD Clerk, DMO(H) Pathanamthitta.
13. Sri. Sivadasan. P, Sr. Superintendent, DMO(H) Kozhikkode.
14. Sri. Sasidharan. K, UD Clerk, DMO(H) Kozhikkode.
15. Sri. Sudhakaran. T. K, Sr. Superintendent, DMO(H) Idukki.
16. Sri. Ramesan. V. V, Jr. Superintendent, DMO(H) Kasargode.
17. Sri. Gireesh kumar. P, UD Clerk, DMO(H) Kasargode.
18. Sri. Balachandran. V, Sr.Superintendent(Audit), DMO(H), Palakkad.
19. Sri. Reghu. V. S, Sr. Superintendent (Audit), DMO (H), Pathanamthitta.

20. Sri. Sasikumar. M, Sr. Superintendent (Audit), DMO (H), Alappuzha.
21. Sri. Premadas. T.G, Sr. Superintendent , DMO (H), Thrissur
22. Sri.S.Prasobhanan, Sr Superintendent (Audit), DMO(H) Malappuram.
23. Sri. Tom Bessy. T. George, Sr.Superintendent, DMO(H), Kottayam.
24. Sri. Manojkumar .N, UD Clerk, DMO (H) Kannur.
25. Sri. Padmakumar. A, Sr Superintendent (Audit), DMO (H) Kannur.
26. Sri. Gopakumar. V, Sr Superintendent (Audit), DMO (H) TVM.
27. Smt. Lekha. G.S, UD Clerk (HG), DMO (H) TVM.
28. Sri. Devadasan. M. K, Sr.Superintendent(General), DMO(H). Ernakulam.
29. Sri. Subramanyan K, UD Clerk, DMO (H) Malappuram.
30. Sri. Raveendran P, UD Clerk, DMO(H) Malappuram
31. Sri. John Philip P, UD Clerk, DMO (H) Alappuzha.
32. Smt. Linsi Reeja George, UD Clerk, DMO (H) Thiruvananthapuram.
33. Sri. C. Gangadharan, Senior Superintendent,(Audit) DMO(H) Waynad.

The Meeting commenced at 11.00 am on 10.10.2011. Dr. P.K. Jameela , the Director of Health Services addressed the representatives from the District Medical Offices of Health. The progress achieved in the clearance of pending Audit paras of AG was evaluated and the DHS directed the representatives to bring the status/ progress report of IRs of both the AG and Internal Audit Report of DHS during next AMC meeting for discussion.

The district wise pending of IRs of AG are as follows.

Districts	Pending paras as on previous AMC meeting 05.08.2011	No. of paras for which replies have been furnished to AG	Balance as on 16.10.2011 including new paras
Thiruvananthapuram	63	6	57
Kollam	78		78
Alappuzha	119	40	79
Kottayam	20	2	18
Pathanamthitta	84	12	72
Idukki	149	31	118

Ernakulam	93	51	42
Thrissur	6	6	Nil
Palakkad	199	22	177
Malappuram			
Kozhikkode	44	23	21
Wayanad	129	1	128
Kannur	80	23	57
Kasargode	17	4	13
Total			

After the evaluation of District wise progress in the clearance of pending cases, the representatives were directed by the Finance Officer to make their suggestion. They pointed out a main issue regarding the non- receipt of information from DHS on the details of the time expired medicines, idling buildings as the consolidated details has already been furnished as per the decision taken in the previous AMC meetings. The answer in this regard has to be furnished by PLA and CPC section of this Directorate, but both were absent in the meeting. As usual, the meeting discussed the scarcity of audit staff in the District offices. The proposals received from all District Medical Officers, for the creation of additional staff exclusively for audit and follow up purpose have been handed over to PLA section of this Directorate. It may take time to complete the process after the through verification of Government . Hence, PLA section should expedite action to submit the proposal to Government and take proper follow up on this.

In the discussion, the Senior Superintendent of District Medical Office of Health Thrissur, reported that some irregularities are noticed at District Hospital Thrissur, regarding the reporting of slow moving medicines, purchased through local purchase. The officers suggested that the local purchase should be done only on inevitable circumstances and so it should not be reported as slow moving medicines.

The representatives suggested to conduct a training programme for the audit staff in Health Services Department. The DHS asked the possibility of conducting training with the assistance of NRHM.

The meeting discussed to find out a way to effect the liability of staff transferred to DME.

DECISIONS TAKEN

1. The pending Internal Audit reports to be reviewed effectively during the AMC meeting.
2. PLA and CPC section should furnish the status report on the details furnished by DMOs regarding the objection on idling building and time expired medicines respectively.
3. PLA section should take proper follow up on the proposal for the creation of the additional staff for strengthening the audit wing under Health Service Department as the proposals received from the DMOs have already been handed over to the PLA section of this Directorate.
4. The medicines procured through local purchase should not be reported as slow moving medicines. The Persons or Officers reporting so, will be found responsible for the irregularity and the amount will be the liability of the officer concerned
5. The Finance Officer will take urgent action to conduct training for audit staff under Health Service Department.
6. The suggestion of Director of Medical Education should be invited to take the decision regarding the liability of staff transferred to Medical Education Department.
7. The section concerned [especially PLA, PLB, CPC, EC, MSA, FWC and EA] in the Directorate of Health Services should attend the monthly AMC meeting with Action Taken Report on the decision taken on previous AMC meeting without fail.
8. The important decisions taken in the AMC should be reported during the next monthly meeting held at District level.

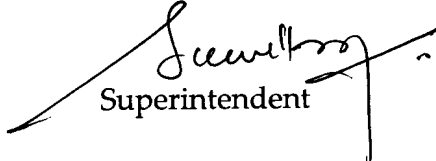
Next Audit Monitoring Committee will be held on 10.11.2011 at 11AM in the conference hall of Directorate.

Sd/-

Dr. P.K. Jameela

Director of Health Services

Forwarded


Superintendent

PROFROMA - II

**Details of Pending Paras of Internal Audit report of DHS
inDistrict as on**

SL. No.	Pending paras in the files.	Reply Furnished to DHS	Dropped by DHS	Balance
	upto 2000			
	2001			
	2002			
	2003			
	2004			
	2005			
	2006			
	2007			
	2008			
	2009			
	2010			
	2011			

District Medical Officer of Health

