

**PROFORMA**  
Information in respect of “Auditee Units”

Sr.No.	Column Name	Description
1.	State or Centre	State
2.	Name of Ministry	EDUCATION
3.	Name of Department	HIGHER EDUCATION
4.	Type of Organisation	GOVERNMENT DEPARTMENT
5.	Organisation Name	HIGHER EDUCATION
6.	Controlling Officer	
7.	Headed by Designation	DIRECTOR HIGHER EDUCATION
8.	Headed by Name	Sh. O.P. SHARMA
9.	Office Name	
10.	Office code/DDO Code	
11.	Address	
12.	State	HIMACHAL PRADESH
13.	District	
14.	City	
15.	Pin	
16.	Email	
17.	Office Phone No.	
18.	Website	
19.	Brief description of functioning of auditee in maximum 500 words.	To impart education to the students which helps them to grow into responsible, able, healthy and intelligent citizens to prove themselves as an asset to the nation.
20.	Incorporated on date (Date of becoming functional )	
21.	Inactive from date	
22.	Is auditable at present	Yes.
23.	Period of last audit report.	From            To
24.	Section of CAG DPC Act 1971 under which audited.	Section 13

(Affix stamp of Head of Institution)

No. EDN-H(5)C ( 15  
Directorate of higher Education  
Himachal Pradesh

Dated Shimla - 171001

08 Feb. 2012

To

1. All the Principal of Govt. Colleges/ skt. College in H.P.
2. All the Dy. Director of Higher Education in H.P.
3. NCC Group Commander H.P. Shimla
4. Chief Librarian CSL Solan/ State Library Shimla

Subject:- Information in respect of "Auditee Units"

Memo:-

Please find enclosed herewith a proforma received from the office of Principal Accountant General (Audit), Himachal Pradesh, Shimla-171003 for furnishing the requisite information for putting it on the Website.

You are, therefore, requested to fill up the required columns in respect of your Office/Institution and also get similar information collected from all the Schools under your administrative control. This information has been sought for by the office of Principal Accountant General (Audit) immediately. As such, this information (complete/consolidated in respect of a district) may please be arranged to submitted to this Office in duplicate within on month or latest by 29-02-2012 positively so that same could be submitted further timely.

Sd/-  
Director of Higher Education  
Himachal Pradesh