

## **JOB DESCRIPTION: DAG (North)**

### **Job Title**

Deputy Auditor General/ DAG

**Location: Peshawar**

### **Reporting Relationships**

**Reports to:** Additional AGP-II

**Reported By:** Directors General

### **Purpose**

A wing of office of the Auditor General of Pakistan, based in Peshawar, headed by a BPS-21 officer of Pakistan Audit & Accounts Service, who draws his pay and allowances from budget of AGP office under a separate ID through DG Audit (KPK) office. The Deputy Auditor General (North) supervises all matters pertaining to Monitoring of approved Audit Plans, improvement in quality of Audit Reports of Departments/Organizations of Governments of KPK, AJK and Gilgit Baltistan being audited by DG Audit (KPK), DG District Audit (KPK), DG Audit (AJK) and DG Audit (GB) and timely arrangement of QCC meetings on Audit Reports.

### **Job Summary**

DAG (North) will oversee the technical working of Field Audit Offices (FAOs) of DG Audit (KPK), DG District Audit (KPK), DG Audit (AJK) and DG Audit (GB) relating to Audit Plans, Audit Reports and related matters. He/she shall issue advice to the FAOs in the matters relating to quality of Audit Reports

### **Key Responsibilities**

#### **Primary Responsibilities**

1. Scrutiny of Audit Plans before finalization by AGP of all FAOs under supervision.
2. Monitoring & Evaluation of monthly, quarterly and half yearly Audit activities and Audit Plans.
3. Review of Audit reports of FAOs under supervision before finalization by AGP.
4. QCC of all Audit Reports and Certification Accounts.
5. Technical supervision of designated FAOs.

#### **Secondary Duties**

1. To assess the Performance Evaluation of Directors and Head of FAOs.
2. To maintain the secrecy of confidential information.
3. Any other task assigned by higher authorities.

#### **Relationship with other Position-holders and Others**

1. Internal
  - a. Field Audit Offices of DG Audit (KPK), DG District Audit (KPK), DG Audit (AJK) and DG Audit (GB)

- b. DAGs conducting external QCC.
- 2. External
  - a. CGA offices and AG offices
  - b. Provincial, state and District Governments

**Delegated Authority**

- Administrative: Grant casual leave to Directors and Audit Officers.