

SUNDARAM PRABHU

Controller of Administration
National Technical Research
Organization

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| Education : | Indian Audit and Accounts Service, 1984 Batch | | |
| | Post Graduation, University of Madras, 05/1992 | | |
| | Master of Science in Defence Studies, Management, International Affairs and Strategic Analysis | | |
| | Management Development Programme for Executives from Indian Institute of Management, Bangalore, India, 2003 | | |
| | B.Sc., University of Madras, 05/1973 | | |
| | Pre-University Degree Course, 05/1970 | | |
| | Secondary School Leaving Course, 05/1969 (Awarded National Merit Scholarship). | | |
| | Appeared in Certified Information Systems Auditor (CISA) Examination in June 2005 and scored 74% marks | | |
| | Appeared in Certified Internal Auditor (CIA) Examination in May 2005 and scored 74.8% marks | | |
| Employment : | Controller of Administration, National Technical Research Organization, Govt. of India | To establish, administer and organize working of newly created National Technical Research Organization | 04/2006 – Present. |
| | Principal Director of Audit (Ordnance Factories), Kolkata | Statutory Audit – Auditing of Indian Ordnance Factories in India | 03/2002 – 04/2006 |
| | Finance Director | Financial Management of Chennai Metropolitan Water Supply and Sewerage Board Chennai as a Board Member. | 10/2000 – 03/2002 |
| | Senior Deputy Accountant General (Audit), Tamil Nadu | Central Audit including Pay and Accounts Offices in Tamil Nadu State. | 03/1997 – 10/2000 |
| | Senior Deputy Accountant General (Funds & GAD), Tamil Nadu | Maintenance of General Provident Fund Accounts | 02/1995 – 03/1997 |
| | Senior Deputy Accountant General (Accounts), West Bengal | Accounts and Entitlement | 03/1993 – 02/1995 |
| | Senior Deputy Accountant General, Manipur | Accounts and Entitlement | 06/1992 – 03/1993 |
| | Civilian Staff Officer | Training in Defence Service Staff College, Wellington, Coonoor, | 05/1991 – 06/1992 |

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| | Tamil Nadu, India. (M.Sc. Defence & Strategic Studies & Analysis). | |
| Deputy Accountant General (Admn), Kerala | Administration | 07/1990 – 05/1991 |
| Deputy Accountant General (Commercial), Kerala | Auditing of Commercial Companies and Corporations | 08/1988 – 07/1990 |
| Assistant Accountant General (A&E), Tamil Nadu | Accounting and Administration | 09/1985 – 08/1988 |
| Administrative Officer | Establishment and Planning in Armed Forces Headquarters' Services. | 09/1983 – 12/1984 |
| Class-I Officer Administrative Officer | Risk Assessment and Underwriting Fire, Marine, Engineering, Misc. | 06/1978 – 08/1983 |
| Assistant Divisional Manager General Insurance Corporation of India | Insurance Policies and Settlement of Claims and Reinsurance. | |

Professional Courses :

Licentiate Examination conducted by **Institute of General Insurance Corporation of India**, 05/1979

Have undergone one year training in the College of Insurance at Bombay, conducted by the General Insurance Corporation of India on aspects of **Fire, Marine, Engineering Miscellaneous Machinery Breakdown and Consequential Loss Insurance**

Have attended 4 months Foundation Course at Lal Bahadur Shastri Academy of Administration, Mussorie. **Political Administration, Governance of the State and Public Administration.**

Have attended one year training in the National Academy of Audit and Accounts, Shimla on all aspects of **Govt. Accounting, Costing, Auditing, Public Finance and Fiscal Policy.**

Have attended the following special programmes conducted by various institutions :

Receipt Audit training on **Direct and Indirect Taxes** conducted by the Comptroller and Auditor General of India.

Public Finance and Fiscal Policy conducted by the Institute of Public Finance and Fiscal Policy, New Delhi.

Execute Development Programme conducted by the National Academy of Audit and Accounts, Shimla.

47th Staff Course (about one year) in Defence Service Staff College, Wellington conducted by Ministry of Defence - **Staff Officers Duties, Military Strategy, Defence Management, Modern Warfare, International Relations and National Security, Special Operations like Low Intensity Conflict Operation, Insurgency and Counter Insurgency Operations.**

Attended **dBase IV Computer Training Course** at Shimla conducted by National Academy of Audit and Accounts.

Attended **Information Technology Training (Audit)** conducted by National Academy of Audit and Accounts at Shimla.

Attended **Management Development Programme (MDP)** at Shimla conducted by National Audit and Accounts.

Underwent Management Development Programme for Executives (IAAS OFFICERS) from August 25 to October 11, 2003 in [Indian Institute of Management, Bangalore, India](#).

Granted permission to appear American Institute of Certified Public Accountants (A.I.C.P.A.) Examination.

Have attended ORACLE Workforce Development Program 2005 conducted by SQL STAR INTERNATIONAL, New Delhi.

Have participated in the course on 'IDEA' in October 2005 organized by International Centre for Information Systems & Audit, New Delhi.

Participated 1st International Infrastructure and Construction Law Arbitration Moot, in the year 2007 conducted by Kaden Boriss, Corporate & Commercial Lawyers, National University of Singapore, and Singapore International Arbitration Centre.

Have attended two day Conference of Information Security, Audit & Control (CISAC 2008) hosted by ISACA New Delhi Chapter.

**Society
Membership :**

[Life Member](#) of the [Institute of Public Auditors of India \(IPAI\)](#) – (Membership No.509), New Delhi. Phone No.91-11-23702330 Fax No.91-11-23702295

[Associate Member](#) of the [Institute of Internal Auditors](#), Florida, U.S.A (IIA-INDIA, Calcutta-Chapter)

[Member](#) of the [Information Systems Audit and Control Association \(I.S.A.C.A.\)](#)

Life Member of the Indian Institute of Public Administration (IIPA), New Delhi.(Membership No.L10770).

Conducted [Embassy Audit](#) at [Nairobi \(Kenya\)](#), [Lagos \(Nigeria\)](#), [Benin, Kinshasha \(Zaire\)](#) and [Harare \(Zimbabwe\)](#).

Conducted [International Audit \(Financial Audit\)](#) of the '[International Centre for Genetic Engineering and Biotechnology](#)' (New Delhi component, Trieste component, Trieste Headquarters) as a Team Leader during April/May 2005.

Conducted [Audit of Food and Agricultural Organisation Regional Offices](#) at [Mexico](#) and [Colombia \(Bogota\)](#) .

Preparing and Presenting Briefs and Work Papers for Seminars, Meets, Engagements and Conferences.

Safeguarding assets, Economic use of Resources Prioritising the identified thrust areas and authorizing appropriate remedial measures to mitigate the risks to an acceptable level.

Risk analysis and its Management, Underwriting fire and general insurance, Administering planning, formulating and directing the work related to **preparation of budget, assessed/voluntary contributions and working capital fund. Financial management and Monitoring and Evaluating the technical activities of the organization. Managing the Human and Financial Resources** to achieve the goals and objectives pronounced in the organizational mandate.

**Papers
Presented:**

Audit as a Management Initiative

Threat Perception of India in 2020 AD

Stress Management

The need for System Development for Life Cycle

Citizens' Charter – A new initiative for sustainable development of utilities and service providers.

Audit as a Management Initiative in Ordnance Factories.

Role of Audit in Ordnance Factories.

Service Accomplishments:

- 1.# Prudent risk analysis and Underwriting and quick settlement of claim, doubled the Premium Income in General Insurance.
- 2.# In-depth understanding in **Advanced Accountancy and Commercial Law** helped to appreciate the **operational flaws of the companies** and give advise to improve their functional earnings.
3. The Government spending, the **External Aided Projects** including **World Bank, DANIDA** were evaluated for its **effective functioning** as per the **objectives and scope of Audit** prescribed by the agency and Certificates were issued so that the money could be re-imbursed from the Government of India.
- 4.# Consolidated and Standardised the computerization of General Provident Fund Accounts of 6.2 lakh Tamil Nadu Govt. employees with minimal-transitional missing credits with the appreciation of Comptroller and Auditor General of India.
- 5.# Updated the Accounts of the West Bengal Government and completed two years of arrear Accounts. Introduced the system whereby the Suspense Accounts were analysed and allotted respective Heads so that the funds under the budgetary Heads will always be better utilized.
- 6.# Mobilized funds through internal generation and arranged resources at an optimum cost for various projects executed in Chennai Metro Water like (a) **Chennai City Water Conservation Project**, (b) **Chennai City Water Development Project**, (c) **Chennai City Water Supply Augmentation Schemes**. Managed the external environment by having effective liaison with the Depot, other functional Directors, Managing Directors, Chairman, World Bank Mission, Government of India, National River Conservation Directorate in the Ministry of Environment and various other agencies.
- 7.# Keep constant watch on the working results area wise on month-to-month basis, **highlight the variance from the budget, suggest remedial measures and monitor implementation thereof.**
- 8.# Carry out **special studies** with a view to **drawing up action plans to reduce costs, improve efficiency and profitability.** Implement cost reduction/cost control in the Depots/Areas.
- 9.# Apart from this I was in the Drought Management and Disaster Recovery Teams. During this time I was **involved in the formulation of New Initiatives for Capacity Building.** Organisation **Re-engineering Study** was taken, **Twinning Arrangement** with a well run water utility was carried out and also **Strategic Review on Reforms for strengthening for capability for the Board** was done.
10. Installed **Information System and Technical Planning, On-line model for billing**, collection and water flow at various Water Distt. Segments regularized at Chennai Metro Water. The first ever effort in conducting Performance Audit based on Revised-New Guidelines had been performed by my team as Principal Director of Audit, Ordnance Factories.
11. **Conducted the Performance Auditing on the Manufacturing of High Calibre Ammunition in Ordnance Factories with Risk Based Approach**, Preparing the **Performance Audit Criteria Matrix, Focal Point Diagrams** and appreciating the **technicalities involved** and come out with the **fruitful recommendations** to the Audittee Organisation for their **value addition enhancing manufacturing and production facilities.**
12. Enabled to develop, **impart and practice auditing skill** with the **twin stamps of Incontrovertibility of Facts and Credibility of Findings.** The

findings are beyond reproach, correct on facts and could influence to **promote excellence in public sector audit and accounting service and contribute towards better governance and also to promote accountability and transparency** in accordance with the best international practices.

13. ***As Principal Director of Ordnance Factories under my leadership the first effort of conducting Performance Audit under the Revised Guidelines under CAG of India fortified into an Audit Report and placed in the Parliament.***
14. Focus to assume the **responsibilities to formulate short and long term financial requirements for proper returns and sustained growth to arrange resources at optimum cost and enabling the optimum utilization thereof.** Provide most effective **profit-cost relationship** with various financial analysis concerning the future operations.
15. Interact with **project team managers, financial analysts, technical experts, senior level executives** to gainfully utilize their expertise for the betterment of entity.
16. **Participated in various activities of NTRO and contributed my best to obtain the optimal results. Identifying Govt. office space for NTRO at Old JNU Campus, ensuring its allotment to NTRO and finally shifting the Hqrs. of NTRO to this campus could be materialized with vigorous and dedicated efforts. Similarly NTRO could be got exempted from the purview of CIC which involved continuous persuasion of the case at highest levels of authority and this is considered as an achievement for an Intelligence Organization which is required to deal with very important and confidential matters directly affecting the security of the Nation. Made vigorous efforts to get assets at Chennai, Hyderabad and Delhi for expansion of activities of NTRO and the efforts are nearing to its fruitful fulfillment.**
17. **Functioning as Member Secretary to the NTRO Management Council and coordinating its activities as per the directions of the Council paved way for sorting out day-to-day minor and major problems and long term managerial issues which helped in organization building on a strong footing.**
18. **The conduct of a Brain Storming Session on "Critical Information Infrastructure Protection" in January 2007 comprising representatives from 16 major sectors of the country though was a major challenge with very limited staff and infrastructure at hand could be conducted upto the full satisfaction of Senior Officers and delegates. Visited various Units of NTRO in different locations and parts of the country to ensure provision of basic infrastructure needed by them. This paved the way for assessing the risk and augmenting inbuilt control mechanisms and setting up compensating controls to mitigate the risks and problems. Conducted Informatics System Security Audits and administering the day-to-day activities and establishing strategic facilities with adequate control systems and multilayered security. This enabled me to solve both short term and long term managerial issues thereby enabling organizational building on a strong footing.**
19. Represented NTRO in a number of high-level meetings conducted in Ministries/Departments of Govt. of India and other Organizations of National Importance. Streamlined procurement and inventory management of NTRO. In the capacity of Competent Financial Authority (CFA) of NTRO, exercised the powers judiciously and to the best advantage of the Organization.