



ప్రధాన మహాగణకులు (తనిఖీ) వారి కార్యాలయం,  
ఆంధ్రప్రదేశ్, విజయవాడ - 520 002

प्रधान महालेखाकार (लेखापरीक्षा) का कार्यालय,

आंध्रप्रदेश, विजयवाड़ा - 520 002

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT),  
ANDHRA PRADESH, VIJAYAWADA - 520 002



**PAG (Au)/AP/AMG-I/Co-ordn./Programming/2024-25/**

**01-11-2024**

### Tour Programme

The Field Audit party LGAP-01 headed by Sri Ramana Markapuram, SAO(C) along with Sri Mukul Bansal, AAO(C) and Sri Aarish, AAO is entrusted with Financial Audit of O/o Damodaram Sanjivayya National Law University for the financial year from 2018-19 to 2023-24 as given below:

Party No and Names	Name of Auditee Unit	Dates of Visit	No of Working days
Transit to Visakhapatnam on 03.11.2024			
LGAPAP-01 Sri Ramana Markapuram, SAO Sri Mukul Bansal, AAO Sri Aarish, AAO	Damodaram Sanjivayya National Law University	04.11.2024 to 16.11.2024	12 Working Days
Transit to Vijayawada on 17.11.2024			

### **Instructions:**

1. The Audit Party is directed to comply with the instructions communicated vide Circular dated.23.08.2018.
2. The Audit Party is requested to collect Audit Universe & DDO Codes of the offices/units under each department and submit them to the coordination section after completion of audit of each office.
3. The Audit Party should collect PMVs, Press Clippings, Latest GOs and any other related information from the Editing Sections concerned.
4. Parties should collect and review the replies of old outstanding paras to avoid accumulation of arrears.
5. Any holiday in addition to the mentioned tour programme is to be adjusted within the allotted period. No extension will be granted in the tour programme on grounds of leave availed by the party members.
6. The Inspection report shall be finalized on the last day of the Audit and to be submitted to Headquarters for vetting within three days for offices situated at Headquarters and five days for other offices.
7. Audit team may use only official email for communication with the auditee unit. Use of OIOS is compulsory.
8. As per the Guidance Note No.225-09-PPG/2017, dt 23.08.17, the Party is directed to prepare Audit Design Matrix and Desk Review and submit the same to

Group Officer well in time before embarking on Audit for a discussion for all Auditee units.

**This is issued with the approval of Sr. DAG/AMG-I**

**MOHAMMED FAKRUDDIN**  
**Senior Audit Officer**  
**AMG-I/Coordination**

To

1. The Individuals
2. SAO/IS Wing
3. SAO/Bills

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