

28

Revised Tour Programme of AMG-III Inspection Party No.I for 1st Qtr. of 2021-22

S/Shi

1. Alok Singh, Sr. AO

2. Umesh Kumar Sharma, AAO

3. Rajeev Kr. Labh, AAO

4. Manoj Kumar, AAO(Adhoc)

1. ✓ Pr. Secretary to the Govt. of WB, MS&ME&T, Deptt. Shilpa Sadan(5th floor),
4, Abanindranath Sarani (Camac Street), Kol -16, 04/19 to 03/21

2. ✓ Director of Micro Small & Medium Enterprises & Textiles, N.S. Buildings (9th
fl.), Kolkata-700 001, Ph. 2248-9666, (for collection of data/information)

06.04.2021 to 21.04.2021(08)

To attend headquarters on 22. 04. 2021 & 23.04.2021 to complete the work as specified in Sl. No. a to g except c which will be completed in course of audit.

a) Conduct desk review with the help of guard files provided to them and data/information collected from Department/Directorate.

b) Prepare audit design matrix for audit of the concerned department as a whole(para 4.17) of compliance auditing guidelines)

c) Specific unit wise plan of audit procedure as per annexure I of Guidance Note issued by Headquarters office may be prepared and get approved by Group Officer through Co-ordination

d) Selection of implementing units(pairing with units already selected/planned circulated to field audit teams) for the year 2021-22 and get the same approved by Group Officer through Co-ordination. All the 'A' category units should be mandatorily audited by the audit team. Only plan for audit of 'B' & 'C' category units may be changed with proper justification.

e) As per AG's instructions, guidelines for audit of beneficiary schemes may be customized department wise and the same should be got approved from the Group Officer. Action on the guidelines may be taken as per instruction issued by the AG in quarterly meeting held on 06.10.2017.

f) For updating guard files field audit teams are requested to collect required data/information/documents of the apex auditable entity/audit units/implementing units in a separate file and forward the same to Co-ordination along with draft IRs. However, the information/data as would be collected from the Department and Directorates may be incorporated in the Guard File by the audit team itself for convenience of their desk review. The addition of information/data may be appraised to the Group officer in their notes while submitting the Audit Design Matrix for approval.

g) As per order of the Dy. Accountant General dated 14.01.2019, the audit teams are required to submit **Audit Finding Design Matrix** alongwith Draft Inspection Report to Vetting Sections.

3. General Manager, District Industries Centre, Howrah, (MS&ME&T),
24, Bieleious Rd, Dasnagar, Howrah 711 101, Ph.2666-7859, 4/18 to 03/21

26.04.2021 to 05.05.2021(08)

4. Handloom Dev. Officer (MS&ME&T), Hooghly Barabazar, Chinsurah,
Hooghly, PIN-712 101, Ph. 2680-4692, 04/18 to 03/21

06.05.2021 to 13.05.2021(06)

5. General Manager, District Industries Centre, Burdwan, (MS&ME&T),
Purta Bhwan (5th floor), Sadar Ghat, Sripally, Burdwan-713 101,
Ph.0342-2644021, 04/19 to 03/21

17.05.2021 to 28.05.2021(09)

Monthly meeting will be held on 31.05.2021

6. General Manager, District Industries Centre, Tamluk, (MS&ME&T),
Dharinda (near D.M. Office), P.O. Tamluk, Purba Midnapore-721 636,
Ph. 03228263442/269500, 04/18 to 03/21

01.06.2021 to 11.06.2021(09)

7. Handloom Dev. Officer (MS&ME&T), Tamluk, Talgachia, Tamluk,
Dist. Purba Mindapore, PIN-721 626, Ph 03228263342, 04/19 to 03/21

14.06.2021 to 21.06.2021(06)

8. Handloom Dev. Officer (MS&ME&T), Contai, (Shreerupa Cinema Rd),
Contai, Purba Midnapore-721 401, Ph.03220255089, 04/19 to 03/21

22.06.2021 to 29.06.2021(06)

Headquarters duty from 30.06.2021

Following information need to be incorporated with IR failing of which IR will not be accepted:

- Instances of drawl of funds in order to avoid lapse of budget provision.
- Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period.
- The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view.
- Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity.

Information may be collected and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period.

Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters.

The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit

Field party should not be at camp site on 22.05, 23.05, 05.06, 06.06, 19.06, 20.06, 26.06 & 27.06.2021 being Saturday, Sunday and State Govt. of Holidays. Second class fare for to and fro journeys will be provided in such cases.

T. Jana.
Sr. Deputy Accountant General/AMG-III

Revised Tour Programme of AMG-III Inspection Party No.I for Ist Qtr. of 2021-22

S/Shi

1.Aloke Singh, Sr. AO

3.Rajeev Kr. Labh, AAO

2.Umesh Kumar Sharma, AAO

4.Manoj Kumar, AAO(Adhoc)

No Change upto 23.04.2021

3.	Director of Handloom & Textiles, Kolkata, N.S. Buildings (5th floor), Block-B, 1, K.S. Roy Road, Kolkata – 700 001, Ph. 2231-1245, 04/18 to 03/21	26.04.2021 to 05.05.2021(08)
4.	Handloom Dev. Officer (MS&ME&T), Hooghly Barabazar, Chinsurah, Hooghly, PIN-712 101, Ph. 2680-4692, 04/18 to 03/21	06.05.2021 to 13.05.2021(06)
5.	General Manager, District Industries Centre, Burdwan, (MS&ME&T), Purta Bhwan (5 th floor), Sadar Ghat, Sripally, Burdwan-713 101, Ph.0342-2644021,04/19 to 03/21	17.05.2021 to 28.05.2021(09)

Monthly meeting will be held on 31.05.2021

6.	General Manager, District Industries Centre, Tamluk, (MS&ME&T), Dharinda (near D.M. Office), P.O. Tamluk, Purba Midnapore-721 636, Ph. 03228263442/269500, 04/18 to 03/21	01.06.2021 to 11.06.2021(09)
7.	Handloom Dev. Officer (MS&ME&T), Tamluk, Talgachia, Tamluk, Dist. Purba Mindapore, PIN-721 626, Ph 03228263342, 04/19 to 03/21	14.06.2021 to 21.06.2021(06)
8.	Handloom Dev. Officer (MS&ME&T), Contai, (Shreerupa Cinema Rd), Contai, Purba Midnapore-721 401, Ph.03220255089, 04/19 to 03/21	22.06.2021 to 29.06.2021(06)

Headquarters duty from 30.06.2021

Following information need to be incorporated with IR failing of which IR will not be accepted:

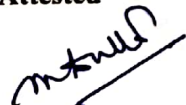
<ul style="list-style-type: none"> ➤ Instances of drawl of funds in order to avoid lapse of budget provision. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> ➤ Information may be collected and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period. ➤ Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters. ➤ The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit
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Field party should not be at camp site on 22.05, 23.05, 05.06, 06.06, 19.06, 20.06, 26.06 & 27.06.2021 being Saturday, Sunday and State Govt. of Holidays. Second class fare for to and fro journeys will be provided in such cases.

Sd/-

Sr. Deputy Accountant General/AMG-III

Attested



Sr. Audit Officer/AMG-III(C)

Revised Tour Programme of AMG-III Inspection Party No.II for 1st Qtr. of 2021-22

S/Shi 1. Om Prakash Sinha, Sr. AO 2. Atanu Dasgupta, AAO		3.Raj Kumar Kundu, AAO 4. Ayan Sarkar, AAO(Adhoc)
1. ✓	Additional Chief Secretary to Govt. of West Bengal, Department of Public Works , Nabanna,325, Sarat Chatterjee Rd, Howrah-711 102, Ph. No. 2214-5444),(for collection of data/information)	06.04.2021 to 07.04.2021(02)
2. ✓	Chief Engineer(Hd.Qtr.)(PWD), Nabanna(8 th floor) 325, Sarat Chatterjee Road, Shibpur, Howrah-711 102, Ph. No.2214-5494, (for collection of data/information)	08.04.2021 to 13.04.2021(03)
To attend headquarters on 14.04.2021 to 16 04 2021 to complete the work as specified in Sl. No. a to g except c which will be completed in course of audit.		
a) Conduct desk review with the help of guard files provided to them and data/information collected from Department/Directorate.		
b)Prepare audit design matrix for audit of the concerned department as a whole(para 4.17) of compliance auditing guidelines)		
c)Specific unit wise plan of audit procedure as per annexure I of Guidance Note issued by Headquarters office may be prepared and get approved by Group Officer through Co-ordination		
d)Selection of implementing units(pairing with units already selected/planned circulated to field audit teams) for the year 2021-22 and get the same approved by Group Officer through Co-ordination. All the 'A' category units should be mandatorily audited by the audit team. Only plan for audit of 'B' & 'C' category units may be changed with proper justification.		
e)As per AG's instructions, guidelines for audit of beneficiary schemes may be customized department wise and the same should be got approved from the Group Officer. Action on the guidelines may be taken as per instruction issued by the AG in quarterly meeting held on 06.10.2017.		
f)For updating guard files field audit teams are requested to collect required data/information/documents of the apex auditable entity/audit units/implementing units in a separate file and forward the same to Co-ordination along with draft IRs. However, the information/data as would be collected from the Department and Directorates may be incorporated in the Guard File by the audit team itself for convenience of their desk review. The addition of information/data may be appraised to the Group officer in their notes while submitting the Audit Design Matrix for approval.		
g) As per order of the Dy. Accountant General dated 14.01.2019 , the audit teams are required to submit Audit Finding Design Matrix alongwith Draft Inspection Report to Vetting Sections.		
3. ✓	Hooghly Construction Division(PWD),Chak Bazar, P.O. & Dist. Hooghly, Ph. No.2680-2633, 04/19 to 03/21, S/D-II	19.04.2021 to 30.04.2021(10)

Attested

Sr. Audit Officer/AMG-III(C)

Sd/-
Sr. Deputy Accountant General/AMG-III

Revised Tour Programme of AMG-III Inspection Party No. III for Ist Qtr. of 2021-22

S/Shi

1. Anjan Bhattacharya, Sr. AO

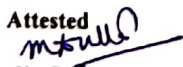
3. Goutam Mondal, AAO

2. Ranjit Kr. Das, AAO,

4. Ajoy Kr. Samajdar, Asstt. Supvr.

1.	Additional Chief Secretary to Govt. of West Bengal, Department of Public Works , Nabanna, 325, Sarat Chatterjee Rd, Howrah-711 102, Ph. No. 2214-5444, (for collection of data/information)	06.04.2021 to 07.04.2021(02)
2.	Chief Engineer(Hd.Qtr.)(PW/Social Sector), N. S Buildings(5 th floor), Kolkata – 700 001, Ph. No.2248-6631, (for collection of data/information)	08.04.2021 to 13.04.2021(03)
To attend headquarters on 14.04.2021 to 16.04.2021 to complete the work as specified in Sl. No. a to g except c which will be completed in course of audit.		
	<p>a) Conduct desk review with the help of guard files provided to them and data/information collected from Department/Directorate.</p> <p>b) Prepare audit design matrix for audit of the concerned department as a whole (para 4.17) of compliance auditing guidelines)</p> <p>c) Specific unit wise plan of audit procedure as per annexure I of Guidance Note issued by Headquarters office may be prepared and get approved by Group Officer through Co-ordination</p> <p>d) Selection of implementing units (pairing with units already selected/planned circulated to field audit teams) for the year 2021-22 and get the same approved by Group Officer through Co-ordination. All the 'A' category units should be mandatorily audited by the audit team. Only plan for audit of 'B' & 'C' category units may be changed with proper justification.</p> <p>e) As per AG's instructions, guidelines for audit of beneficiary schemes may be customized department wise and the same should be got approved from the Group Officer. Action on the guidelines may be taken as per instruction issued by the AG in quarterly meeting held on 06.10.2017.</p> <p>f) For updating guard files field audit teams are requested to collect required data/information/documents of the apex auditable entity/audit units/implementing units in a separate file and forward the same to Co-ordination along with draft IRs. However, the information/data as would be collected from the Department and Directorates may be incorporated in the Guard File by the audit team itself for convenience of their desk review. The addition of information/data may be appraised to the Group officer in their notes while submitting the Audit Design Matrix for approval.</p> <p>g) As per order of the Dy. Accountant General dated 14.01.2019, the audit teams are required to submit Audit Finding Design Matrix alongwith Draft Inspection Report to Vetting Sections.</p>	
3.	South 24 Parganas Division (PW/SS), 76, Sundarimohan Avenue, Kolkata-700 014, Ph. No. 2284-3551, 04/16 to 03/21, Diamond Harbour S/D	19.04.2021 to 03.05.2021(10)
Following information need to be incorporated with IR failing of which IR will not be accepted:		

<ul style="list-style-type: none"> ➤ Instances of drawl of funds in order to avoid lapse of budget provision. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> Information may be collected and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period. Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters. The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. Date(s) of audit of Sub-division(s) to be intimated to headquarter well in advance.
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Attested

 Sr. Audit Officer/AMG-III(C)

Sd/
 Sr. Deputy Accountant General/AMG-III

Tour Programme of AMG-III Inspection Party No. IV for 1st Qtr. of 2021-22

24

S/Shi

1. Patit Paban Sarkar, Sr. AO
2. Tanay Mukherjee, AAO

3. Sanjay Kumar, AAO
4. Amit Kr. Singh, AAO(Adhoc)

1.	Additional Chief Secretary to the Govt. of West Bengal, Department of Public Health Engineering, New Secretary Buildings, (7 th floor) I, K. S. Roy Road, Kolkata - 700 001. Ph. No. 2248-6769, (for collection of data/information)	06.04.2021 to 07.04.2021(02)
2.	Chief Engineer (Hd. Qtr.)(PHE), New Secretary Buildings (6 th floor), I, K. S. Roy Road, Kolkata - 1. Ph. 2231-9493, (for collection of data/information)	08.04.2021 to 13.04.2021(03)

To attend headquarters on 14.04.2021 to 16.04.2021 to complete the work as specified in Sl. No. a to g except c which will be completed in course of audit.

- a) Conduct desk review with the help of guard files provided to them and data/information collected from Department/Directorate.
- b) Prepare audit design matrix for audit of the concerned department as a whole (para 4.17) of compliance auditing guidelines)
- c) Specific unit wise plan of audit procedure as per annexure I of Guidance Note issued by Headquarters office may be prepared and get approved by Group Officer through Co-ordination
- d) Selection of implementing units (pairing with units already selected/planned circulated to field audit teams) for the year 2021-22 and get the same approved by Group Officer through Co-ordination. All the 'A' category units should be mandatorily audited by the audit team. Only plan for audit of 'B' & 'C' category units may be changed with proper justification.
- e) As per AG's instructions, guidelines for audit of beneficiary schemes may be customized department wise and the same should be got approved from the Group Officer. Action on the guidelines may be taken as per instruction issued by the AG in quarterly meeting held on 06.10.2017.
- f) For updating guard files field audit teams are requested to collect required data/information/documents of the apex auditable entity/audit units/implementing units in a separate file and forward the same to Co-ordination along with draft IRs. However, the information/data as would be collected from the Department and Directorates may be incorporated in the Guard File by the audit team itself for convenience of their desk review. The addition of information/data may be appraised to the Group officer in their notes while submitting the Audit Design Matrix for approval.
- g) As per order of the Dy. Accountant General dated 14.01.2019, the audit teams are required to submit **Audit Finding Design Matrix** alongwith Draft Inspection Report to Vetting Sections.

3.	Hooghly Division(PHE), Hooghly Stn. Road, Rabindranagar, Hooghly-712 106, Ph. No.2686-1988, 04/16 to 03/2021	19.04.2021 to 03.05.2021(11)
4.	Eastern Mechanical Divisions (PHE), P-16 India Exchange Place Extn. KIT Annex Buildings, Kolkata - 700 073, Ph. 2225-4871, 04/16 to 03/21	04.05.2021 to 13.05.2021 (08)
5.	Barasat Arsenic Division(PHE), AB-30/1, Prafulla Kanan, Barasat, PIN-700 101, Ph. No. 2576-8780, 04/16 to 03/21	17.05.2021 to 28.05.2021(09)

Monthly meeting will be held on 31.05.2021

5.	Barasat Arsenic Division(PHE), AB-30/1, Prafulla Kanan, Barasat	01.06.2021(01)
6.	S.E. Central Circle(PHE), Sadarghat, Sripall, Purta Bhawan(2 nd floor), Purba Bardhaman-713 103, Ph. No.0342-2542261, upto 03/21	02.06.2021 to 03.06.2021(02)
7.	Burdwan Division(PHE), Sadarghat, Sripally, Purta Bhawan(2 nd floor), Purba Bardhaman-713 103, Ph.No. 0342-2644416/2644019, 04/18 to 03/21	04.06.2021 to 17.06.2021(10)
8.	Asansol Mech. Divn(PHE), Janasasthya Karigori Bhawan, Senralcigh Rd, Paschim Bardhaman-713 305, Ph.03410225-0096, 04/13 to 03/21	18.06.2021 to 28.06.2021(07)

Transit to Kolkata on 29.06.2021 & Headquarters duty from 30.06.2021

Following information need to be incorporated with IR failing of which IR will not be accepted:

<ul style="list-style-type: none"> ➤ Instances of drawl of funds in order to avoid lapse of budget provision. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. ➤ The FAP is directed to take up the certification audit of Jal Jeevan Mission along with the Transaction audit of respective units to be audited. 	<ul style="list-style-type: none"> Information may be collected and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period. Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters. The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. Sub-division(s) selected locally and date(s) of audit of sub-division to be intimated to headquarter well in advance.
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Field party should not be at camp site on 05.06, 06.06, 12.06, 13.06, 26.06 & 27.06.2021 being Saturday, Sunday and State Govt. of Holidays. Second class fare for to and fro journeys will be provided in such cases.

Attested *[Signature]*

Sd. AO/AMG(III/C)

Sd/-
Sr. Deputy Accountant General/AMG-III

Tour Programme of AMG-III Inspection Party No. V for 1st Qtr. of 2021-22

23

S/Shi

1. Debasis Chatterjee, Sr. AO
2. Suman Samaddar, AAO

3. Shiv Nandan Jadav, AAO
4. Sandesh Kumar AAO(Adhoc)

Additional Chief Secretary to Govt. of West Bengal, Department of **Public Works** Nabanna, 325, Sarat Chatterjee Rd, Howrah-711 102, Ph. No. 2214-5444), (for collection of data/information)

06.04.2021 to 07.04.2021(02)

2. Chief Engineer(Hd.Qtr.)(PW/Rds), Nabanna(8th floor) 325, Sarat Chatterjee Road, Shibpur, Howrah-711 102, Ph. No.2214-5494, (for collection of data/information)

08.04.2021 to 13.04.2021(03)

To attend headquarters on 14.04.2021 to 16 04 2021 to complete the work as specified in Sl. No. a to g except c which will be completed in course of audit.

a) Conduct desk review with the help of guard files provided to them and data/information collected from Department/Directorate.

b) Prepare audit design matrix for audit of the concerned department as a whole(para 4.17) of compliance auditing guidelines)

c) Specific unit wise plan of audit procedure as per **annexure I** of Guidance Note issued by Headquarters office may be prepared and get approved by Group Officer through Co-ordination

d) Selection of implementing units(pairing with units already selected/planned circulated to field audit teams) for the year 2021-22 and get the same approved by Group Officer through Co-ordination. All the 'A' category units should be mandatorily audited by the audit team. Only plan for audit of 'B' & 'C' category units may be changed with proper justification.

e) As per AG's instructions, guidelines for audit of beneficiary schemes may be customized department wise and the same should be got approved from the Group Officer. Action on the guidelines may be taken as per instruction issued by the AG in quarterly meeting held on 06.10.2017.

f) For updating guard files field audit teams are requested to collect required data/information/documents of the apex auditable entity/audit units/implementing units in a separate file and forward the same to Co-ordination along with draft IRs. However, the information/data as would be collected from the Department and Directorates may be incorporated in the Guard File by the audit team itself for convenience of their desk review. The addition of information/data may be appraised to the Group officer in their notes while submitting the Audit Design Matrix for approval.

g) As per order of the Dy. Accountant General dated 14.01.2019, the audit teams are required to submit **Audit Finding Design Matrix** alongwith Draft Inspection Report to Vetting Sections.

3. Howrah Highway Division(PW/Rds), Onkar Mall Jetia Road, Andul Road, (2nd Bridge) Howrah-711 103 Ph. No. 2688-0119, Amta S/D, 04/19 to 03/21

19.04.2021 to 30.04.2021(10)

4. Midnapore H/W Divn(PW/Rds), Saheed Mangal Pandey Sarani, Midnapore Town, PIN-721 101, Ph.0322-275365, 04/19 to 03/21, Kharagpur S/D

03.05.2021 to 17.05.2021(10)

5. Jhargram Highway Division(PW/Rds), Gharadhara, Jhargram-721 507, Ph. No. 03222-275672, Jhargram S/D, 04/19 to 03/21,

18.05.2021 to 28.05.2021(08)

Monthly Meeting held on 31.05.2021

5. Jhargram Highway Division(PW/Rds), Gharadhara, Jhargram-721 507,

01.06.2021 to 02.06.2021(02)

6. Nadia Highway Division-II (PW/Rds), P.O. Kalyani, Nadia-741 235, Ph. No. 033-25820 8116, 04/19 to 03/21, Ranaghat S/D

03.06.2021 to 16.06.2021(10)

7. Nadia Highway Division-I(PW/Rds), P.O. Krishnagar, Nadia-741 101, Ph. No. 03472-252369, 04/19 to 03/21, S/D-I

17.06.2021 to 29.06.2021(09)

Headquarters duty from 30.06.2021

Following information need to be incorporated with IR failing of which IR will not be accepted:

<ul style="list-style-type: none"> ➤ Instances of drawl of funds in order to avoid lapse of budget provision. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period. ➤ The IR should contain brief description on purpose of functioning of the Audited entity and a separate para may be attempted commenting, how far the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> ➤ Information may be collected and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period. ➤ Party should not visit centers/sub centers/ subdivision other than specified one under any unit without approval of Headquarters. ➤ The party should specifically mention the total no. of audited entities (with name & phone No., FAX no., email id) under the control of the audited entities immediately after taking up of audit. ➤ Date(s) of audit of Sub-division(s) to be intimated to headquarter well in advance.
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Field party should not be at camp site on 08.05, 09.05, 14.05 to 16.05., 22.05, 23.05, 19.06, 20.06, 26.06 & 27.06.2021 being Saturday, Sunday and State Govt. of Holidays. Second class fare for to and fro journeys will be provided in such cases.

Attested

Sr. Audit Officer/AMG-III(C)

Sd/-
Sr. Deputy Accountant General/AMG-III