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	Shri Vikram Tirkey	SAO	Merged with FP 24 w.e.f 27.08.2026 upto 06.10.2026								
	Shri Anshu Gorai	SAO	ITO, Ward 1(4), Siliguri	ITO Ward-2(4), Siliguri	Siliguri	15	2025-26	08.10.2026	30.10.2026	Single	Transit to Siliguri on 07.10.2026
	Shri Pulak Kumar Bhar	AAO	Addl CIT R-2, Siliguri		Siliguri	4	2025-26	02.11.2026	05.11.2026	Single	Transit to Kolkata on 06.11.2026
	Liburam Murmu	AAO	ITO Ward-49(1), Kol	ITO Ward-49(2), 49(3), 49(4),	ABU	20	2025-26	09.11.2026	07.12.2026	Single	
	Shri Bapi Roy	Supvr.									
	Shri Santosh Kumar	SAO	ITO, Ward-8(2), Kol	Commenced in Qtr 2	AB	20	2025-26	11.09.2026	09.10.2026	Single	
	Shri Anup Niranjana	SAO	ITO, Ward 2(1), Coochbehar		Coochbehar	20	2025-26	12.10.2026	10.11.2026	Single	Transit to Coochbehar on 11.10.2026
	Shri Bivash Ghosh	AAO	Ward 37(1), Kolkata		GP	20	2025-26	12.11.2026	10.12.2026	Single	Transit to Kolkata on 11.11.2026
	Ms Nilanjana Dutta	AAO									
	Aurrit Datta	SAO									
	Rajat Sarkar	AAO	Combined with FP-6 for audit of Central Circle 1(3), Kolkata						09.10.2026	Combined	FP 10 and 6 are combined
	Shri Rajib Das	AAO	ITO Ward-3(2), Purulia	AC/DCIT Circle-3(2), ITO Ward-3(3), 3(4)	Purulia	20	2025-26	14.10.2026	12.11.2026	Single	HQ duty on 12.10.2026, Transit to Purulia on 13.10.2026, Transit to Kolkata on 13.11.2026
	Shri Bivash Roy	Asstt. Supvr.	ITO Ward-61(1), Kol	ITO Ward-61(2), Kol	BV	20	2025-26	16.11.2026	14.12.2026	Single	
	Rupesh Kumar	SAO	Preparation of Audit Report on Ease of Doing Business of Income Taxpayers								
	Subrata Bandyopadhyay	AAO									
	Shri Manojit Mandal	SAO	Central Circle 3(1), Kolkata	Commenced in Qtr 1					08.10.2026	Combined	FP 7 and 12 are combined HQ Duty on 09.10.2026
	Shri Kanchannoy Pal	AAO	Circle 23(1), Hooghly	Circle-23(2), Circle-24(1),	Chinsurah	20	2025-26	12.10.2026	10.11.2026	Single	
	Ms. Mitali Khan	AAO	ITO Ward 61(3), Kolkata	ITO Ward-61(4), Kol	BV	20	2025-26	11.11.2026	09.12.2026	Single	Transit to Asansol on 10.12.2026
	Shri Praveen Kumar	Asstt. Supvr.	ITO Ward-3(1), Asansol	AC/DCIT Circle-3(1)	Asansol	20	2025-26	11.12.2026	08.01.2027	Single	Transit to Kolkata on 09.01.2027
	Shri Kumar Prashant Yadav	SAO	ITO Ward-24(1), Hooghly	Commenced in Qtr 2	Chinsurah				23.10.2026	Single	
	Shri Anant Kumar	SAO	ITO Ward-62(1), Kol	ITO Ward-62(2), 62(3), 62(4)	BV	20	2025-26	26.10.2026	20.11.2026	Single	Transit to Midnapore on 22.11.2026
	Shri Pankaj Kumar-II	AAO	ITO Ward-38(1)&TPS, Midnapur	AC/DC Circle-38, ITO Ward-38(2), 38(3), 38(4)	Midnapur	20	2025-26	23.11.2026	21.12.2026	Single	Transit to Kolkata on 22.12.2026
	Vishwajeet Kumar	AAO									
	Shri Nirmal Kumar	Asstt. Supvr.									
	Aloke Kumar Majumdar	SAO	ITO, Ward 1(1), Asansol	Commenced in Qtr 2	Asansol	20	2025-26	10.09.2026	14.10.2026	Single	Transit to Kolkata on 15.10.2026
	Tapan Kumar Biswas	AAO	ITO Ward-52(1), Kol	ITO Ward-52(2), 52(3), 52(4)	ABU	20	2025-26	21.10.2026	17.11.2026	Single	HQ duty on 16.10.2026, Transit to Siliguri on 18.11.2026
	Shailendra Kumar	AAO	ITO Ward-1(3), Siliguri	ITO Ward-2(3), Siliguri	Siliguri	16	2025-26	19.11.2026	11.12.2026	Single	Transit to Kolkata on 12.12.2026

29	Shri Pankaj Kumar (w.e.f 03.09.2026)	SAO	Fine tuning of AI tool of Bengaluru Office										
	Shri Vinod Mishra Piyush (w.e.f 03.09.2026)	AAO											
	Shri Saurav Suman (w.e.f 03.09.2026)	AAO											
	Shri Samrat Adhikary	Sr. Ar.											
30	Shri Debmalya Das (w.e.f 01.10.2026)		Combined with FP 15 for audit of Central Circle 4(3), Kolkata						01.10.2026	02.11.2026	Combined	Combined with FP 15	
	Shri Sourav Kumar Pal (w.e.f. 01.10.2026)												
	Shri Sanjib Kumar Mondal (w.e.f 01.10.2026)												
31	Shri Debabrata Ghosh Hazra	SAO	Ward-23(1), Hooghly	Commenced in Qtr 2	Chinsurah	20	2025-26	03.09.2026	30.09.2026	Single	HQ Duty on 01.10.26 and 02.10.26		
	Shri Uttam Kumar Mishra	AAO	ITO, Ward 1(1), Jalpaiguri	ITO Ward-1(2),1(3), 1(4) Jalpaiguri	Jalpaiguri	15	2025-26	05.10.2026	03.11.2026	Single	Transit to Jalpaiguri on 04.10.26 Transit to Kolkata on 04.11.2026		
	Shri Narayan Ch. Gharami	AAO	ITO Ward-11(1), Kol	ITO Ward-11(2), 11(3), 11(4)	AB	20	2025-26	05.11.2026	03.12.2026	Single			
			AC/DCIT(Central) Circle-4(1), Kolkata		ABP	20	2025-26	04.12.2026	01.01.2027	Single			
32	Subha Guha Roy	SAO	Chapter-12 of EoDB										
	Ashutosh Kumar	AAO											
	Nimisha Singh	AAO											
	Deepak Kumar	Sr. Ar.											
Note: (i) All Field Parties should <u>adhere to the Revised Sampling Methodology and the desk review is to be submitted mandatorily in the revised Desk Review Format.</u> (ii) Field Parties shall strictly follow- (a) the <u>Sectional Order No.: RA/ITRA(Co-ordn./SAI to OIOS/181/2022-23/160-64 dated 09.05.2023</u> containing guidelines for sampling, detailed audit, key documents for audit on OIOS (b) the <u>SOP on 'Watching Recovery of outstanding demand'</u> and (c) <u>Sectional Order No.: RADT/ITRA (Co-ordn./SOPs/2022-23/570 dated 18.11.2022</u> regarding Key Documents in connection with high money value Paras. (iii) <u>Template in Revised Format</u> showing details of the scrutiny cases under four different categories (i.e. Mandatory Criteria, Two 'Yes' Criteria, One 'Yes' Criteria and 'Discretion' Criteria) should be submitted <u>even in the case where total Population of Scrutiny Cases in less than the Lower Floor Limit</u>. All templates are to be attached in the 'Attachment Info' in OIOS. (iv) Field parties are requested to <u>collect all important points alongwith the Customized Report from Statement/BS section</u> before commencement of audit of any unit. Recovery Cases are to be pursued with the Department and status of the same to be submitted to the HQ along with the LAR. (v) <u>Outstanding Paras shown in the Customized Report should be reviewed critically</u> and special emphasis may be made on significant Paras which can be processed into DP/SF; (vi) The format, as prescribed by the Headquarters office, for <u>Department Centric Audit should be kept in view</u> and on examination of the information/documents as required/called for, <u>suitable Paras may be proposed in the draft LAR</u>; (vii) In respect of the field parties stationed at Aayakar Bhawans at <u>Purba, Dakshinapan and Chinsurah, a monthly discussion at ITRA (HQ) will be held on last working day</u> of relevant calendar month, <u>if not cancelled/postponed/preponed</u>, and party will report at ITRA (Co-ordination) therefor. (viii) Field Parties are requested to adhere the Guidelines of the Circular (Admn. Series) No. 283 dated 18.12.2023 regarding Medical Emergency on Official Duty. (ix) Officers presently posted in the ongoing PA on Grievance Redressal shall join Compliance Audit as per this Quarterly Programme only after they are released by the Review Section. x) Field Parties are to mandatorily fill up Follow Up audit toolkit in Annexure-A and Annexure-B (Performance Audit and Compliance Audit both) in respect of all cases selected for detailed audit and submit to HQ with LAR as attachment nd e-mail also.													

Asstt. Audit Officer (ITRA Co-ordn.)

Sr. Audit Officer (ITRA Co-ordn.)

Deputy Director (RADT-I)