



महानिदेशक लेखापरीक्षा का कार्यालय, केन्द्रीय, कोलकाता
OFFICE OF THE DIRECTOR GENERAL OF AUDIT, CENTRAL, KOLKATA
जि आई प्रेस बिल्डिंग, 8, किरण शंकर राय रोड, कोलकाता - 700001
G I P BUILDING, 8, KIRAN SANKAR ROY ROAD, KOLKATA-700001



Office Order (Admn. Series) No. 244

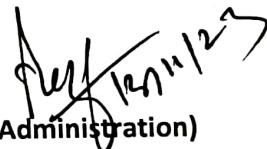
Dated: 13.11.2023

Under the orders of the competent authority, the following officials are nominated to assist the DGA (C) for the on-the-spot study visit to Kolkata, to be undertaken by the Public Accounts Committee, 2023-24, from 24.11.2023 to 29.11.2023. The officials are directed to report to DG Sectt. with immediate effect till 29.11.2023.

SI No.	Name (Shri) (ID)	Designation	Section presently posted at
1.	Perla Satish Kumar (0125)	Sr. AO	ITRA
2.	Abhijit Roy (0967)	AAO	ITRA
3.	Santanu Sen (1027)	AAO	CRAD
4.	Sujan Kumar Ghosh (1154)	AAO	DG Sectt.

- The officials will report back to their respective sections, upon completion of the assigned works.
- Deputy Director (Administration) will supervise the work.

Terms of Reference are attached.



Sr. Audit Officer (Administration)

No. Admn./C/23-XXI/Gaz/WBoard/ 1419 (1 - 11)

Dated: 13.11.2023

Copy forwarded for information and necessary action to the:-

- (1) Secretary to the Director General of Audit
- (2) Sr. Audit Officer (ITRA Co-odrination)
- (3) Sr. Audit Officer (CRAD Headquarters)
- (4) Deputy Director (Administration)'s Secretariat
- (5) Hindi Officer – for translation
- (6) Asst. Audit Officer (IT Cell) – for uploading on the website of this office.
- (7) Personal File Seat
- (8) Service Book Seat
- (9) Office Order Seat
- (10) Admn. Wizard Seat – for circulating through e-mail.
- (11) Officials Concerned


Sr. Audit Officer (Administration)

Terms of Reference

1. Collection of paras by 20.11.2023
2. Collection of information of nodal officers, along with their mobile numbers, by 16.11.2023
3. Collection of Memorandum of Important Points (MIPs)/ Revised MIPs by 20.11.2023
4. Meeting with the co-ordinating officers as per requirement