

Manned by: - S/Shri

1. Gagan Chandra Nayak, Sr. AO (Coml.)
2. Ashish Kumar, AAO (Coml) (From 17.08.2023)
3. Ashish Biswas, AAO (Coml.)

Sl. No.	Name of the auditee.	Audit Type	Period of audit	No. of days.	Holidays.
Transit to Bhubaneswar on 03-10-2023(AN), Report to Headquarter for Group meeting on 04-10-2023.					
1.	Odisha Hydro Power Corporation Limited. OSPHWC Building Vani vihar Chowk, Janpath, Bhubaneswar-751022	• Financial Audit for the year 2022-23	05.10.2023 to 07.10.2023	03	Oct-8,14,15,21
	Transit To Jeypore on 08.10.2023				
	Upper Kolab Hydro Electric Project (UKHEP) , Jeypore	Unit of OHPC for Financial Audit for the year 2022-23	09.10.2023 to 10.10.2023	02	
	Transit to Balimela on 11.10.2023 (FN)				
	Balimela Hydro Electric Project, Balimela	Unit of OHPC for Financial Audit for the year 2022-23	11.10.2023 to 12.10.2023	02	
Transit To Bhubaneswar on 13.10.2023					
	OHPC Corporate Office, Bhubaneswar, OSPHWC Building Vanivihar Chowk, Janpath Bhubaneswar-751022	Unit of OHPC for Financial Audit for the year 2022-23	16.10.2023 to 19.10.2023	04	
Submission of accounts of OHPC at Hqrs on 20.10.2023(FN)					
The party personnel are on leave from 25.10.2023 to 27.10.2023, hence the party grounded at Hdqtr. from 25.10.2023 to 27.10.2023.					
2.	Odisha Power Transmission Corporation Limited. Janpath, Bhubaneswar - 751022	Financial Audit for the year 2022-23	30.10.2023 to 02.11.2023	04	Nov-05,11,12
	Transit to Angul on 03.11.2023 (FN)				
	EHT (Constn.) Divn , Angul	Unit of OPTCL for Financial Audit for the year 2022-23	03.11.2023 to 04.11.2023	02	
	Transit to Behrampur on 05.11.2023 (Sunday)				
	EHT (Constn.) Divn, Behrampur	Unit of OPTCL for Financial Audit for the year 2022-23	06.11.2023 to 07.11.2023	02	
Transit to Bhubaneswar on 07.11.2023(AN)					
	Odisha Power Transmission Corporation Limited. Janpath, Bhubaneswar - 751022	Financial Audit for the year 2022-23	08.11.2023 To 14.11.2023	05	
Report to Hdqtr for submission of accounts of OPTCL on 14.11.2023(FN)					
Transit To Kalinga Nagar, Jajpur on 15.11.2023 (FN)					
3.	District Industries Centre, Kalinga Nagar, Jajpur Road, Kalinga Nagar, At:Chandama, Near Adarsha Police Station, Jajpur Road-755019, Jajpur.	2 nd spell- Compliance Audit for the year from 2021-22 to 2022-23 and other activities, schemes & policies etc.	15.11.2023 to 20.11.2023	05	Nov-
Transit to Bhubaneswar on 20.11.2023 (AN)					
4.	Odisha Power Generation Corporation Limited (OPGC) Zone-A, 7th Floor, Fortune Tower,	• 1 ST SPELL Compliance Audit for the year from 2022-23 till date of audit and other activities, schemes &	21.11.2023	1	

* Scrutiny of press clipping/complaint cases (if any)				
Temporarily posted to AMC-III(C) on 22.11.2023 (FN) for Financial Audit of Odisha State Public Housing and Welfare Corporation, Bhubaneswar for F/Y 2022-23 from 22.11.2023 to 12.12.2023. Substitution of DSR on 12.12.2023. After relieving from AMC-III on 13.12.2023(AN) joined AMC-I on 14.12.2023(FN)				
Preparation of Dest. review of DIC, Puri on 15.12.2023 at Her/Quarters.				
Transit to Puri on 16.12.2023 (FN)				
6.	General Manager, District Industries Centre, Chakratirtha Road, Puri - 752002 diepur@nic.in	• Compliance Audit for the year 2022-23 and other activities, schemes & policies etc • Scrutiny of press clipping/ complaint cases (if any)	18.12.2023 to 22.12.2023	5 Dec- 23,24,25
Transit to Bhubaneswar on 22.12.2023 (AN) Transit to Puri on 26.12.2023 (FN)				
6.	General Manager, District Industries Centre, Chakratirtha Road, Puri - 752002 diepur@nic.in	• Compliance Audit for the year 2022-23 and other activities, schemes & policies etc • Scrutiny of press clipping/ complaint cases (if any)	26.12.2023	1 -
Transit to Bhubaneswar on 26.12.2023 (AN)				
7.	Odisha Power Generation Corporation Limited (OPGC) Zone-A, 7th Floor, Fortune Tower, Chandrasekhar Pur, Bhubaneswar-751023	• 2 nd SPELL Compliance Audit for the year from 2022-23 till date of audit and other activities, schemes & policies etc. • Scrutiny of press clipping/complaint cases (if any)	27.12.2023 to 15.01.2024	18 Dec-31 Jan-07,13,14,15
8.	Odisha Power Transmission Corporation Limited, Janpath, Bhubaneswar - 751022	• Compliance Audit for the year from 2022-23 till date of audit and other activities, schemes & policies etc. • Scrutiny of press clipping/ complaint cases (if any)	19.01.2024 to 17.02.2024	21 Jan-21,23,26,27,28 Feb-04,10,11,14,18
9.	Odisha Hydro Power Corporation Ltd. OSPHWC Building Vanvihar Chowk, Janpath, Bhubaneswar-751022.	• Compliance Audit for the year from 2022-23 till date of audit and other activities, schemes & policies etc. • Scrutiny of press clipping/ complaint cases (if any)	19.02.2024 to 16.03.2024	20 Feb-24,25 Mar-1,5,8,9,10

Further programme follows

Mandatory Instructions to Field Parties

- RO may submit a list of cases under the period of audit by the end of 2nd day and the selection made from above for audit and send to the Group email and man-days may be reviewed accordingly for surrender or extension.
- Revision of Tour Programme: Prior Telephonic Permission etc to be obtained in advance from Group Officer for any suggestion/request for extension/surrender of working days in a Programme followed by written request with detailed justification.
- Paragraphs: All the queries/Act/Kios/Orders/Notification etc. mentioned in paragraph and facts & figures of paragraphs are to be supported by relevant and legit. key documents (K/Ds).
- Wanting K/Ds: Any wanting K/D(s) shall be collected by the contributor of Paragraph at his own expense and time by availing CL/B at the instruction of visiting Top-up section.
- Annexure (a): All the facts and figures of an annexure should be in Excel Sheet with appropriate formulas as per the prescribed format of visiting section/Appendix of Audit Report and only the conclusion shifted into paragraph as per style guide.
- Submission of DIR: Soft copy of the DIR containing Annexure(s) etc to be immediately submitted along with hard copy and again sent to official E-mail of BO-AMC-II (Visiting) and AMC-III (OPGC) BO-AMC-II@opgcl.com.
- Leave: Prior intimation to Group Officer is mandatory before availing the leave at audit location followed by intimation to the group office.
- Adherence to the guidance note issued by Headquarters vide No. 226-05-PROC/2017 dated 23.09.2017 and new auditing standard issued by CAAC should be strictly followed.
- Any material/information regarding any query should be collected from the Data Analyst Cell etc available before proceeding to the field unit.

Man days may be surrendered, if personnel records/cellulars of staff is not in the case of audit. The parties may proceed to next item with intimation to AMG-I(Hq.)

Parties should collect the soft copies of previous IAs of respective subject from AMG-I Vetting cell before proceeding to Field unit

Parties should obtain ICD in complete form and replies/compliance of the Preliminary Objection Memo issued from the audit unit so that the same can be processed/developed accordingly. Further clarifications/requirements sought for at the time of vetting may be complied immediately

Any interesting or new points/parts noticed may be promptly intimated to all parties/AMG-I vetting cell for circulation among the other concerned field parties for raising similar objection in all the units of the Department audited.

Desk review should be submitted to AMG-I (Hqrs) mail along with a copy to Group Officer's mail/Concerned Vetting Section's mail

Non-Compliance: Any non-compliance to above instructions may be viewed seriously and reflected in A/Ps and action deemed fit may be initiated against the Contributor/Reviewing Officer



Sr. Audit Officer/AMG-I (Hqrs)

Date: 18.12.2023

Memo No. AMG-I(Hqrs.)-12/TP/AP-05/2023-24/605

Copy forwarded to:-

Secretary to A.G. (Audit - II)

PA to Sr. D.A.G. (AMG - I)

Sr. A.O. AMG-I (Vetting)

BO, EDP Cell

AMG-I(Hqrs.) - T.D. Seat/Spare Copy



Sr. Audit Officer/AMG-I (Hqrs)