

Revised Tour Programme of AMG - I (A.P.S) for 2022-23

13.09.2023

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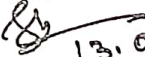
1. Subhasis Sahoo, Sr. AD (Compt)
2. Aditya Ranjan Samal, AAO, (Compt) (Till completion of Pan attached to Vetting section)
3. Satish Kumar Sahoo, AAO

13.09.2023

Sl. No.	Name of the auditee	Audit Type	Period of audit	No. of days	Balliance
1.	Paradeep Plastic Park Ltd., 3rd Floor, Ames Building, HDCC Tower, Janpath, Bhubaneswar-751022	Supplementary Audit of Accounts for the year 2022-23.	11.09.2023 to 17.09.2023	08	Sept-23 & 08
Report to Headquarters on 08.09.2023 (F.N) for submission of Accounts					
2.	GEDCOL, Ball Power Corporation Ltd., 2 nd Floor, ASPH & WC Building, Janpath, Bhubaneswar-751022	• Preliminary Checking of Accounts for the year 2022-23	11.09.2023 to 12.09.2023	02	Sept-09, 10
3.	Balfaran West Coal Company Limited Subarnalay, 2 nd Floor, Plot No. N-5, B-14, IRC Village, Bhubaneswar-751012	Supplementary Audit of Accounts for the year 2022-23.	12.09.2023 to 18.09.2023	08	
4.	Orissa State Financial Corporation Ltd, Cuttack (OSFC) OMF Square, Cuttack-753001	• Compliance Audit for the year 2022-23 and other activities, schemes & policies etc. • Scrutiny of press clipping/complaint cases (if any)	14.09.2023 to 30.09.2023	08	Sept-17, 19, 20, 21 & 24, 29
Transit to Keonjhar on 03.10.2023					
5.	Joint Director of Geology, Keonjhar A/P/Post Keonjhar, Dist Keonjhar, PIN-758001	• Compliance Audit for the year since inception to 2022-23 and other activities, schemes & policies etc. • Scrutiny of press clipping/complaint cases (if any)	04.10.2023 to 13.10.2023	09	Oct-01, 02, 08, 14, 15, 16
Transit to Bhubaneswar on 14.10.2023					
6.	Orissa Small Industries Corporation Limited, Cuttack (OSIC) Industrial estate, Madhupatna, Cuttack-753010	• Compliance Audit for the year since inception to 2022-23 and other activities, schemes & policies etc. Scrutiny of press clipping • (OSIC) issue NCD College work & other (The New Indian Express 22.10.2022) • Mill case OSIC work press works, scrape articles (The New Indian Express 19.10.2022)	08.10.2023 to 31.10.2023	16	Oct-11, 12, 13, 14, 18, 19
Transit to Jajpur on 01.11.2023 (F.N)					
7.	Deputy Director Of Mines Jajpur Keonjhar Road Jajpur Bhatnagar, Jajpur Road Dist Jajpur, PIN-758019	• Compliance Audit for the year 2022-23 and other activities, schemes & policies etc. • Scrutiny of press clipping/complaint cases (if any)	11.11.2023 to 16.11.2023	06	Nov-5, 11, 12
Further programme follows					

Mandatory Instructions to Field Parties

1. 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.
2. **Revision of Tour Programme:** Prior Telephonic Permission are 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.
3. **Paragraphs:** All the quoted Act/Rule/Orders/Notification etc. mentioned in preamble and facts & figures of paragraphs are to be supported by relevant and legible key documents (KDs).
4. **Wanting KDs:** Any wanting KD(s) shall be collected by the contributor of Paragraph at his own expense and own time by availing CL/EL at the instruction of vetting/Report section.
5. **Annexure (s):** All the facts and figures of an annexure should be in Excel Sheet with appropriate formulae as per the prescribed format of vetting section/Appendix of Audit Report and only the conclusion drafted into paragraph as per style guide.
6. **Submission of DIR :** Soft copy of the DIR containing Annexure(s) are to be invariably submitted along with hard copy and again sent to official E-mail of BO/AMG-I(Vetting) and AMG-I(Hqr)audit2amg1@gmail.com within seven days of Completion of audit.
7. **Leave:** Prior intimation to Group Officer is mandatory before leaving the camp at audit location followed by email/fax for availing any kind of leave.
8. Adherence to the **guidance note** issued by Headquarter vide No. 226-09-PPG/2017 dated 23/08/2017 and new **auditing standard** issued by C&AG should be strictly followed.
9. Any material/extraction report/exception report relevant should be collected from the **Data Analytic Cell** (if available) before proceeding to the field unit.
10. **Man days may be surrendered**, if assessment records/volume of work is less in the year of audit. The parties may proceed to next item with intimation to AMG-I(Hq.)
11. Parties should collect the **soft copies of previous IRs** of respective subject from AMG-I Vetting cell before proceeding to Field unit.
12. Parties should obtain **KD in complete form and replies/compliance of the Preliminary Objection Memos** issued from the auditee unit so that the paras can be processed/developed smoothly. Further clarification/documents sought for at the time of vetting may be complied immediately.
13. Any **interesting or new points/paras** 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.
14. **Desk review** should be submitted to AMG-I (Hqrs) mail along with a copy to Group Officer's mail/Concerned Vetting Section's mail.
15. **Non-Compliance:** Any non-compliance to above instructions may be viewed seriously and reflected in APAR and action deemed fit may be initiated against the Contributor/Reviewing Officer.


13.09.2023

Sr. Audit Officer/AMG-I (Hqrs.)

Memo No. AMG-I(Hqrs.)-13/TP/AP-06/2023-24/429

Date:13.09.2023

Copy forwarded to: -

1. Secretary to A.G. (Audit - II)
2. PA to Sr. D.A.G. (AMG - I)
3. Sr. A.O, AMG -I (Vetting)
4. BO, EDP Cell
5. AMG - I(Hqrs.) – T.D. Seat/Spare Copy


13.09.2023
Sr. Audit Officer/AMG-I (Hqrs.)