



लोकहितार्थ सत्यनिष्ठा
Dedicated to Truth in
Public Interest

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा),मणिपुर
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT)

MANIPUR, IMPHAL - 795 001
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Revised Tour Programme (compliance audit) for 4th Quarter (March 2022) under AMG-II

Audit Party No.	Name of the Party Personnel	Name of the Supervising Officer	Sl. No.	Compliance Audit	
				Name of Auditee Unit	Duration of Audit (days)
AP-II	1. L. Gopendro, AAO 2. Mukendro, AAO	M. Nivash, Sr. AO	1	EE, Imphal East Division, PWD	19 (22.03-18.04.2022) <i>{including extension of 10 working days}</i>

(Authority vide Sr.DAG's order dated 31.03.2022 at P/46^N of File No.PAG(Au)/AMG-II/Tour Prog./2021-22)

- The Draft IRs should be submitted to Headquarter within 7 days from the date of completion of audit without fail.
- The DIR must contain the following:

a) Allocation of Duties	g) Contact details of the auditee unit such as full postal address, Telephone Nos., E-mail id and FAX No., if any, should invariably be mentioned in the Title Sheet.
a) Audit Requisition	
b) Code of Ethics declaration	
c) Cash Verification Certificate	1. List of Audit Memorandum (POS) in the prescribed format circulated earlier
d) Copy of Minutes of Discussion (Entry and Exit)	2. Every audit observation must be fully supported by the relevant & sufficient audit evidence.
e) Tour Diaries	3. KD marking with proper page numbering must be done.
f) Properly filled and signed Title Sheet	4. Performance of Auditors/Sr. Auditors
- Field parties are to review the outstanding IRs/Paras during local audit and the result of such review is to be submitted in the following format:

Part & Para No.	Audit observation in brief	Review Remarks
- Audit Finding Matrix for each of the audited unit linked with Compliance Audit Design Matrix of the concerned department should be submitted by the field party along with the draft IR.*
- Hyperlinking of comments in IR with KDs (soft copies) as directed in Officer Order No. 03/Sr DAG (Admin) Cell, dt. 16.09.2020 to be done.*

Memo No. PAG(Au)/AMG-II/Tour Prog./2021-22/1-6

1. P.S. to Pr. A.G. (Audit), Manipur
2. P.A. to Sr. D.A.G. (Audit), Manipur.
3. Concerned Sr. A.O/A.A.O/Sr.Ar/Ar
4. Sr.AO/Admn
5. AAO/EDP
6. AAO/ES
7. File concerned

Sdf
Sr. Audit Officer/AMG-II
Dated: 01.04.2022

Sr. Audit Officer/AMG-II