

Revised Tour programme of AMG – I (AP-07) for 4th Quarter of 2021-22

Manned by: -S/Shri

1. Nihar Ranjan Sahoo, Sr. AO-Coml
2. Ajay Kumar Sahoo, AAO (w.e.f. 07.02.2022)
3. Satish Kumar, AAO

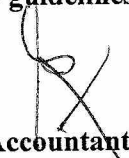
Sl. No.	Name, address & contact no. of the auditee.	Audit_Type	Period of audit	No. of days.	Holidays.
Continued from 3 rd quarter of 2021-22					
1.	Asst Director of Textile, Baripada Station Bazar, Labuor Colony, Baripada, Odisha- 757001 Ph- 06792-252482	Compliance Audit from 2018-19 to 2020-21 and other activities, schemes & policies etc.	03.01.2022 to 13.01.2022	9	Jan- 02,08,09,14, 15 th January declared as local holiday & 16
Transit to Bhubaneswar on 14.01.2022(Holiday) The compliance audit has been postponed from 17 th to 31 st January 2022 due to spread of Covid-19(Omicron) Transit to Barbil, Keonjhar on 01-02-2022					
2.	IDCOL Kalinga Iron Works Ltd Matkambeda, Barbil, Dist : Keonjhar(Orissa) – 758036 idc.odisha@gov.in	Supplementary Audit on accounts for the Year 2020-21 .	02.02.2022 to 11.02.2022	8	Feb: 05,06,12
Transit to Sundergarh on 13.02.2022 (Sunday)					
3.	Astt. Director, Sericulture, Sundergarh Maheshdih Sundargarh-770001 Ph-06622-272336	Compliance Audit from 2015-16 to 2020-21 and other activities, schemes & policies etc.	14-02-2022 to 22-02-2022	8	Feb-20
Transit to Bargarh on 23.02.2022 (FN)					
4.	Jt. Director of Textile (Western Zone), Bargarh At/PO- Bargarh District- Bargarh,768028 Ph-06646-233161	Compliance Audit from 2018-19 to 2020-21 and other activities, schemes & policies etc.	23.02.2022 to 04.03.2022	7	Feb-26,27 Mar- 01,05,06
5.	Asst. Director of Textile, Bargarh At/PO- Bargarh District- Bargarh,768028 Ph-06646-233161	Compliance Audit from 2013-14 to 2020-21 and other activities, schemes & policies etc	07.03.2022 to 15.03.2022	7	Mar-12,13
6.	Sambalpuri Bastralaya Handloom Cooperative Society Limited, Bargarh At/Po- Bargarh, Dist-Bargarh, Odisha-768028	Compliance Audit from 2019-20 to 2020-21 and other activities, schemes & policies etc.	16.03.2022 to 30.03.2022	10	Mar- 18,19,20,26, 27

Transit to Bhubaneswar on 31.03.2022
Report to Headquarers on 01.04.2022

In addition to the above compliance audits, the party has to do supplementary audit of PSUs as and when the Accounts received from statutory auditors – and selected for audit.

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 **SrAO/AMG-I (Hqrs) Govt. email** and man-days may be reviewed accordingly for surrender or extension 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 BO/AMG-I(Hqr)** 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** for improving the quality of Inspection Report 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 and 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 the Sr. AO, 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.
16. If the auditee organisation refuses to conduct audit, the audit party should ensure that such refusal should be routed through the concerned administrative department.
17. Both Audit Party and auditee organisation should follow all the **COVID-19 guidelines** issued from time to time by Govt. of Odisha/Govt. of India.


Deputy Accountant General (AMG-I)

Memo No. AMG-I (Hqrs.)-14/Tour- Prog./2021-22/ 86

Date: 01 .02.2022

Copy forwarded to:-

1. Secretary to Pr. A.G. (Audit - II)
2. PA to 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


1-2-2022
Sr. Audit Officer/AMG-I(Hqrs.)