

**FINANCIAL AUDIT OF CAMPA FOR FY 2012-13 (AP-04)**

Sri Sitansu Kumar Mohanty, SAO (C)  
Sri Vivek Kumar , AAO (C)  
Sri Dev Neekhra, AAO(P)

Period of inspection	No. of working days	Name of the Audit unit	Sundays/ Holidays
Desk review of CAMPA, Bbsr on <b>02.03.2026</b>			
05.03.2026 to 10.03.2026	05	Financial Audit of CAMPA, Bhubaneswar FY 2012-13	Mar- 03,04,08,14&15
Transit to Nayagarh on 11.03.2026 (morning)			
11.03.2026 to 13.03.2026	03	DFO, Nayagarh	Mar- 14&15
Transit back to Bhubaneswar on 13.03.2026 (Evening), Stay at Bbsr. on March 14 & 15			
Transit to Dhenkanal on 16.03.2026 (Morning)			
16.03.2026 to 18.03.2026	03	DFO, Dhenkanal	
Transit back to Bhubaneswar on 18.03.2026 (evening)			
19.03.2026 to 20.03.2026	02	Financial Audit of CAMPA, Bhubaneswar FY 2012-13	Mar- 21,22
Submission of Report at Hqrs. On <b>23.03.2026</b>			
<b><i>Further programme follows...</i></b>			

**Mandatory Instructions to Field Parties**

1. RO may submit a list of cases under the period of audit by the end of 2<sup>nd</sup> 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)ID- **mallikrn.odi.sca@cag.gov.in** 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. Adherences 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.
16. **Non-Production of records:** - All records which are not provided should be part of the Draft Report. Non-production of records is also to be included as a Para in Exit Meeting with the Head of the Organisation/entity.

Sd/-

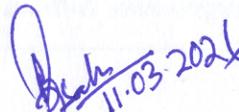
Sr. Audit Officer/AMG-I(Hqrs.)

Date: 11.03.2026

No: AMG-I (HQ)/11/TP/AP-04/2025-26/ 1182

Copy forwarded to: -

1. Secretary to A.G. (Audit - II)
2. PA to D.A.G. (AMG -I)
3. BO/AMG-I/Vetting (PSU)/Accounts Cell
4. BO/EDP Cell / RO Audit Party
5. T.D. Seat. -2 copies

  
11.03.2026  
Sr. Audit Officer/AMG-I (Hqrs.)