

Revised Tour programme of AMG – I (AP-5) for 3rd Quarter of 2022-23

Manned by: - S/Shri

1.Patitapaban Biswal, Sr. AO(Coml)

2.Akshya Kumar Mohanty, AAO

3.Rupesh Kumar Choudhary, AAO (Coml)

Sl. No.	Name, address & contact no. of the auditee.	Audit Type	Period of audit	No. of days.	Holidays.
Transit to Berhampur on 09.10.2022(Holiday)					
1.	Asst. Director of Textile, Ganjam, Berhampur At-Industrial Estate, Ankuli, Po- Lanlipalli, Berhampur, Dist- Ganjam, Pin-760008 adt.bam@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	10.10.2022 to 13.10.2022	04	
Transit to Bhubaneswar on 13.10.2022(AN)					
2.	Paradip Plastic Park Ltd.	<ul style="list-style-type: none"> Financial Audit for the period 2021-22 	14.10.2022 to 19.10.2022	05	Oct-16
	Report to Headquarter on 20.10.2022(FN) to attend Group Meeting				
	Paradip Plastic Park Ltd.	<ul style="list-style-type: none"> Financial Audit for the period 2021-22 	21.10.2022	01	Oct-22,23
Transit to Berhampur on 24.10.2022					
3.	Asst. Director of Textile; Ganjam, Berhampur At-Industrial Estate, Ankuli, Po- Lanlipalli, Berhampur, Dist- Ganjam, Pin-760008 adt.bam@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	25.10.2022 to 29.10.2019	05	
Transit to Khurda on 30.10.2022(Holiday)					
	Asst. Director of Textile, Khurda Asst. Director of Textiles, Khurda At/Po.-Palla Haat Dist.-Khurda	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	31.10.2022 to 11.11.2022	10	Nov-06,08,12
Transit to Boudh on 13.11.2022(Holiday)					
3.	Asst. Director of Textile, Boudh At/Po/Dist-Boudh, PIN-762014 adtboudh@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	14.11.2022 to 24.11.2022	10	Nov-20
Transit to Patnagarh on 24.11.2022(AN)					
4.	Asst. Director of Textile, Patnagarh At-Badapada, Po- Patnagarh, Dist- Balangir, PIN-767025 adt.balangir@gmail .com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2014-15 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	25.11.2022 to 07.12.2022	10	Nov-26,27 Dec-04
Transit to Bargarh on 08.12.202(FN)					
5.	Deputy Director of Textiles, Bargarh At/PO- Bargarh District- Bargarh,768028 ddtbargarh@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	08.12.2022 to 20.12.2022	10	Dec-10,11,18
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) **ID-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.

Sd/-

Sr. Deputy Accountant General (AMG-I)

Memo No. AMG-I(Hqrs.)-12/TP/AP_05/2022-23/573

Date: 13.10.2022

Copy forwarded to:-

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


13-10-2022
Sr. Audit Officer/AMG-I(Hqrs.)