

Tour programme of AMG – I (AP-6) for 1st Quarter of 2022-23

Manned by: - S/Shri

1. Subhasish Sahoo, Sr. AO(Coml)
2. Aditya Ranjan Samal, AAO (Coml)
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<i>Sl. No.</i>	<i>Name, address & contact no. of the auditee.</i>	<i>Audit_Type</i>	<i>Period of audit</i>	<i>No. of days.</i>	<i>Holidays.</i>
1.	Industrial Promotion and Investment Corporation of Odisha Limited (IPICOL), Bhubaneswar IPICOL House, Janapath, Sahid Nagar, Bhubaneswar-751022 info@investodisha.org/ ipicol@sancharnet.in/ FAX-0674-2543766	<ul style="list-style-type: none"> • Compliance Audit for the year 2019-20 to 2021-22 and other activities, schemes & policies etc. • Scrutiny of press clipping/complaint cases (if any). 	25.04.2022 to 06.05.2022	10	May-01,03
2.	Paradip Plastic Park Limited, Bhubaneswar IDCO TOWER SAHEED NAGAR BHUBANESWAR OR 751007 IN csidcobbsr@gmail.com	<ul style="list-style-type: none"> • Compliance Audit from 2016-17 to 2021-22 and other activities, schemes & policies etc • Scrutiny of press clipping/complaint cases (if any). 	07.05.2022 to 18.05.2022	08	May-08,14,15,16
Transit to Keonjhar on 19.05.2022					
3.	Mining Officer, Keonjhar Collectorate Campus, Keonjhar, PIN-758001 Transit to Bhubaneswar-28.05.2022(H) Transit to Keonjhar-30.05.2022(H)	<ul style="list-style-type: none"> • Compliance Audit for 2021-22 and other activities, schemes & policies etc • Scrutiny of press clipping/complaint cases (if any). 	20.05.2022 to 27.05.2022 & 31.05.2022 to 02.06.2022	7+3= 10	May-22,28,29,30
Transit to Bhubaneswar-03.06.2022					
4.	Orissa Industrial Infrastructure Development Corporation (IDCO), Bhubaneswar Odisha Industrial Infrastructure Development Corporation, IDCO Tower, Janapath, Bhubaneswar-751022 cmd@idco.in	<ul style="list-style-type: none"> • Compliance Audit for the year 2021-22 and other activities, schemes & policies etc • Scrutiny of press clipping/complaint cases (if any). 	04.06.2022 to 18.06.2022	10	June-05,11,12,14,15
5.	ODISHA MINING CORPORATION (HO), Bhubaneswar & its Camp Offices. Head Office: Post Box No-34, Bhubaneswar-751001 md@odishamining.in 0674-2377400 & 2377401	<ul style="list-style-type: none"> • Compliance audit for the year 2021-22 and other activities, schemes & policies etc. • Scrutiny of press clipping/complaint cases (if any). 	20.06.2022 to 16.07.2022	21	June-19,25,26 July-1,3,9,10

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/-


Deputy Accountant General (AMG-I)

Date: 13.04.2022

Memo No. AMG-I(Hqrs.)-13/TP/AP_06/2022-23/34

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)
4. BO, EDP Cell
5. AMG - I(Hqrs.) – T.D. Seat/Spare Copy


13.04.2022

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