

**TOUR PROGRAMME FOR THE 4<sup>th</sup> QUARTER OF 2021-22**

**Party No. 11**

**Composition of Party Members**

- |                             |  |
|-----------------------------|--|
| 1. Shri Dipten Ratan        | : Assistant Audit Officer (Inspecting Officer) |
| 2. Shri M. Jitchandra Singh | : Assistant Audit Officer                      |
| 3. Shri Rakesh Kumar-II     | : Supervisor                                   |

Sl No	Station	Name of the Units	From	To	Working Days	Holidays
<b>Transit from Itanagar to Bomdila on 07.11.21</b>						
1	Bomdila	EE, UD & Housing, Bomdila Division	08.11.21	13.11.21	06	
2	Bomdila	Dy. Director, Integrated Child Development Scheme (ICDS), Bomdila	14.11.21	22.11.21	05	14, 19, 20 & 21
3	Bomdila	Superintendent of Excise, Bomdila	23.11.21	29.11.21	05	27 & 28
<b>Transit from Bomdila to Lumla on 30.11.21</b>						
4	Lumla	EE, PWD, Lumla Division	01.12.21	08.12.21	07	05
<b>Transit from Lumla to Seppa on 09.12.21</b>						
5	Seppa	Project Director, DRDA, Seppa	10.12.21	17.12.21	06	11 & 12
6	Bameng	EE, PWD, Bameng Division	18.12.21	27.12.21	07	19, 25 & 26
<b>Transit from Bameng to Itanagar on 28.12.21</b>						

**\* During audit of EE, UDH, Bomdila Division, the party should check a housing project which was found to be lying idle during PAG's last visit to Bomdila. The party may consult Sr. AO (OAD/Hqrs) in this regard.**

**Notes:**

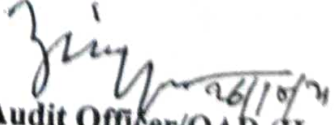
- All Parties should comply with the instructions given in 'Guidance Note' Compliance Audit Guidelines issued by Hqrs for conduct of audit, preparation of IRs, etc.
- The parties are instructed to select months(s) other than March also for details checking, if substantial expenditure was incurred during that month.
- Fire theft & damage report regarding all cases of material loss or destruction of Government property due to fire, theft, fraud, etc., and loss of immovable property, such as buildings, communications, or other works, caused by fire, flood, cyclone, earthquake, etc.
- Compliance of office order /instruction issued from time to time.
- The IR should be submitted along with the Title Sheet after diligently filling up as per the new format given in 'Guidance Note'.
- Legislation/rules/policies/orders and any other relevant documents pertaining to the audited entity should be collected at the time of audit for incorporation in the guard File.
- The respective Inspecting Officers should prepare a plan of audit procedures for the specific entity detailing the audit objectives, scope of audit, main focus areas for audit and assignment plan for the team members as per the prescribed format, which should be approved by the respective Group Officer before the audit is undertaken.
- Where a specific subject matter has been selected, an audit design matrix should be prepared.
- All audit parties should ensure that adequate and sufficient KDs should be enclosed with the DIR.

10. Sampling, if needed, should be done based on proper risk analysis, the basis of which should be properly documented as required under the 'Compliance Auditing Guidelines'.
11. The IRs pertaining to Works Department should have copy of Monthly Accounts or Progress Reports (PMGSY works etc. which are not reflected in Monthly Accounts) for the month of March for the period covered by audit, based on which schemes/works were selected.
12. For conduct of Civil Department implementing some specific schemes, every party must collect data on the number of schemes implemented along with the expenditure involved for the period of audit.
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16. Field parties should take one day (or two days at maximum) for finalization of one IR and submit the IRs within 07 days after reporting to HQ with para wise KD marking and with the code of ethics duly signed and attested.
17. All outstanding paras should be reviewed in the field audit and their recommendation should be with proper KD.
18. The Party should meet with DAG (Audit) before proceeding for audit.
19. The Party should collect IT implementation status of the units in the latest revised proforma.
20. The Party should also collect details viz: date of inception, address, contact numbers, e-mail etc. of the audited entities.
21. Remittance Verification Statement should be enclosed in the IR file.
22. Newspaper articles to be looked into by field parties before going into field audit.
23. The Party is expected to contribute at least 04 potential paras.

**Copy to:**

1. PS to PAG
2. PA to DAG (Audit)
3. Sr. A.O. (Admn)
4. Sr. A.O. (Report)
5. EDP Section for uploading in office website
6. Officers/officials concerned
7. Office copy

  
Dy. Accountant General (Audit)

  
Sr. Audit Officer/OAD (Hqrs)



**TOUR PROGRAMME FOR THE 4<sup>th</sup> QUARTER OF 2021-22**  
**Party No. 9**

**Composition of Party Members**

- |                         |  |
|-------------------------|--|
| 1. Shri Arun Kr. Singh  | : Assistant Audit Officer (Inspecting Officer) |
| 2. Shri Omprakash Kumar | : Assistant Audit Officer                      |
| 3. Shri Bhaskar Kachari | : Auditor                                      |

SI No	Station	Name of the Units	From	To	Working Days	Holidays
<b>Transit from Itanagar to Ziro on 07.11.21</b>						
1	Ziro	Dy. Director of Industries, Ziro	08.11.21	12.11.21	05	-
2	Ziro	Superintendent of Police, Ziro	13.11.21	22.11.21	05	13, 14, 19, 20 & 21
3	Ziro	Superintending Engineer, RWD Circle, Ziro	23.11.21	26.11.21	04	
<b>Transit from Ziro to Raga on 27.11.21</b>						
4	Raga	Deputy Director of School Education, Raga	28.11.21	07.12.21	07	28, 04 & 05
<b>Transit from Raga to Daporijo on 08.12.21</b>						
5	Daporijo	Deputy Commissioner, Daporijo	09.12.21	16.12.21	06	11 & 12
6	Daporijo	EE, PHE & WS, Daporijo Division	17.12.21	24.12.21	08	19
<b>Transit from Daporijo to Itanagar on 25.12.21</b>						

**Notes:**

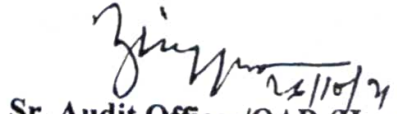
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5. The IR should be submitted along with the Title Sheet after diligently filling up as per the new format given in 'Guidance Note'.
6. Legislation/rules/policies/orders and any other relevant documents pertaining to the audited entity should be collected at the time of audit for incorporation in the guard File.
7. The respective Inspecting Officers should prepare a plan of audit procedures for the specific entity detailing the audit objectives, scope of audit, main focus areas for audit and assignment plan for the team members as per the prescribed format, which should be approved by the respective Group Officer before the audit is undertaken.
8. Where a specific subject matter has been selected, an audit design matrix should be prepared.
9. All audit parties should ensure that adequate and sufficient KDs should be enclosed with the DIR.

10. Sampling, if needed, should be done based on proper risk analysis, the basis of which should be properly documented as required under the 'Compliance Auditing Guidelines'.
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19. The Party should collect IT implementation status of the units in the latest revised proforma.
20. The Party should also collect details viz: date of inception, address, contact numbers, e-mail etc. of the audited entities.
21. Remittance Verification Statement should be enclosed in the IR file.
22. Newspaper articles to be looked into by field parties before going into field audit.
23. The Party is expected to contribute at least 02 potential paras.

  
Dy. Accountant General (Audit)

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2. PA to DAG (Audit)
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Sr. Audit Officer/OAD (Hqrs)



**TOUR PROGRAMME FOR THE 4<sup>th</sup> QUARTER OF 2021-22**  
Party No. 7

**Composition of Party Members**

- |                            |  |
|----------------------------|--|
| 1. Shri L. Vaiphei         | : Sr. Audit Officer (Inspecting Officer) |
| 2. Shri Suan Tonsing       | : Assistant Audit Officer                |
| 3. Shri Daniel A. Tungsang | : Assistant Audit Officer                |

Sl No	Station	Name of the Units	From	To	Working Days	Holidays
<b>Transit from Itanagar to Kanubari on 07.11.21</b>						
1	Kanubari	Divisional Forest Officer, Kanubari	08.11.21	15.11.21	06	13 & 14
<b>Transit from Kanubari to Khonsa on 16.11.21</b>						
2	Khonsa	Deputy Commissioner, Khonsa	17.11.21	25.11.21	06	19, 20 & 21
3	Khonsa	EE, PHE & WS, Khonsa Division	26.11.21	03.12.21	07	28
<b>Transit from Khonsa to Changlang on 04.12.21</b>						
4	Changlang	Asstt. Director, Textile & Handicraft, Changlang	05.12.21	10.12.21	05	05
5	Changlang	Superintendent of Excise, Changlang	11.12.21	17.12.21	05	11 & 12
6	Changlang	EE, PHE & WS, Changlang Division	18.12.21	27.12.21	07	19, 25 & 26
<b>Transit from Changlang to Itanagar on 28.12.21</b>						

**\* For audit of DFO, the party should prepare separate IRs for Receipt Audit and Expenditure Audit**

**Notes:**

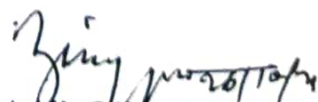
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23. The Party is expected to contribute at least 03 potential paras.

  
Dy. Accountant General (Audit)

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Sr. Audit Officer/OAD (Hqrs)



# TOUR PROGRAMME FOR THE 4<sup>th</sup> QUARTER OF 2021-22

Party No. 8

## Composition of Party Members

1. Shri Saikat Bagchi : Sr. Audit Officer (Inspecting Officer)
2. Shri Pankaj Kr. Borah : Assistant Audit Officer

Sl No	Station	Name of the Units	From	To	Working Days	Holidays
<b>Transit from Itanagar to Tezu on 07.11.21</b>						
1	Tezu	EE, UD & Housing, Tezu Division	08.11.21	13.11.21	06	
2	Tezu	Divisional Forest Officer, Tezu	14.11.21	23.11.21	06	14, 19, 20 & 21
<b>Transit from Tezu to Hawaii on 24.11.21</b>						
3	Hawaii	EE, UD & Housing, Hawaii Division	25.11.21	01.12.21	06	28
4	Hawaii	Project Director, DRDA, Hawaii	02.12.21	09.12.21	06	04 & 05
<b>Transit from Hawaii to Namsai on 10.12.21</b>						
5	Namsai	Chief Engineer, PHE & WS (EZ), Namsai	11.12.21	17.12.21	05	11 & 12
6	Namsai	EE, PHE & WS, Namsai Division	18.12.21	27.12.21	07	19, 25 & 26
<b>Transit from Namsai to Itanagar on 28.12.21</b>						

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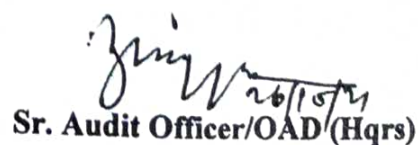
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22. Newspaper articles to be looked into by field parties before going into field audit.
23. The Party is expected to contribute at least 05 potential paras.

  
 Dy. Accountant General (Audit)

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2. PA to DAG (Audit)
3. Sr. A.O. (Admn)
4. Sr. A.O. (Report)
5. EDP Section for uploading in office website
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 Sr. Audit Officer/OAD (Hqrs)



**TOUR PROGRAMME FOR THE 4<sup>th</sup> QUARTER OF 2021-22**  
Party No. 2

**Composition of Party Members**

1. Shri H. Hangsing : Sr. Audit Officer (Inspecting Officer)  
2. Shri Binod Pradhan : Assistant Audit Officer

Sl No	Station	Name of the Units	From	To	Working Days	Holidays
<b>Transit from Itanagar to Pasighat on 07.11.21</b>						
1	Pasighat	District Fisheries Development Officer, Pasighat	08.11.21	15.11.21	06	13 & 14
2	Pasighat	CCF Central Arunachal Circle, Pasighat	16.11.21	23.11.21	05	19, 20 & 21
3	Pasighat	Dy. Director of Industries, Pasighat	24.11.21	30.11.21	05	27 & 28
<b>Transit from Pasighat to Aalo on 01.12.21</b>						
4	Aalo	Asstt. Director, Textile & Handicraft, Aalo	02.12.21	08.12.21	05	04 & 05
<b>Transit from Aalo to Mechuka on 09.12.21</b>						
5	Mechuka	EE, RWD, Mechuka Division	10.12.21	17.12.21	07	12
6	Mechuka	District Agriculture Officer, Mechuka	18.12.21	27.12.21	06	18, 19, 25 & 26
<b>Transit from Mechuka to Itanagar on 28.12.21 &amp; 29.12.21</b>						

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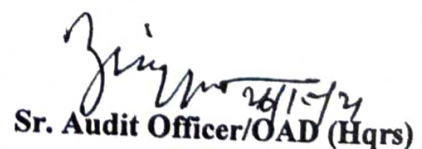
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