

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-प्रथम), मध्यप्रदेश,
आडिट भवन, झाँसी रोड, ग्वालियर

No./Admn./LC/Trng./Misc.Trng./F-128/D-

दिनांक:-10.02.2025

कार्यालय आदेश-132

मुख्यालय के निर्देशानुसार एवं राष्ट्रीय लेखा तथा लेखापरीक्षा अकादमी, शिमला से प्राप्त अर्ध शासकीय पत्र क्र. DO#NAAA/OJT/2023 Batch/2024-25/4037, दिनांक 04.02.2025 के अनुपालन में श्री शशी रंजन सिंह, IA&AS प्रशिक्षु अधिकारी, 2023 बैच को दिनांक 10.02.2025 से 14.03.2025 तक (05 सप्ताह) एवं दिनांक 26.05.2025 से 07.06.2025 तक (02 सप्ताह) के लिए इस कार्यालय में प्रशिक्षण हेतु संलग्न किया गया है। जिस हेतु दिनांक 10.02.2025 से 14.03.2025 तक 05 सप्ताह के लिए प्रशिक्षण कार्यक्रम अनुलग्नक 'क' में संलग्न है।

As per the headquarters' instruction and in compliance with the demi-official letter No. DO#NAAA/OJT/2023 Batch/2024-25/4037 dated 04.02.2025, received from the National Academy of Audit and Accounts, Shimla, Shri Shashi Ranjan Singh, IA&AS Probationary Officer (Batch 2023), has been attached to this office for training from 10.02.2025 to 14.03.2025 (05 weeks) and from 26.05.2025 to 07.06.2025 (02 Weeks). The training program for the period from 10.02.2025 to 14.03.2025 (05 weeks) is enclosed as Annexure 'A'.

हस्ता/-

उप महालेखाकार/नोडल अधिकारी

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाई हेतु:-

1. सचिव/प्रधान महालेखाकार
2. सचिवालय/उप महालेखाकार (AMG-V व प्रशासन)
3. उप महालेखाकार/ AMG-I, AMG-II, AMG-III एवं AMG-IV
4. श्री शशी रंजन सिंह, IA&AS प्रशिक्षु अधिकारी, 2023 बैच को अनुपालनार्थ
5. श्री प्रभात शर्मा, व.ले.प.अ./ AMG-2
6. श्री श्यामा चरण, व.ले.प.अ./ AMG-2
7. श्री राम मनोहर गुप्ता, व.ले.प.अ. (वाणिज्यक)
8. श्री विनोद कुमार अनवेकर, व.ले.प.अ./ AMG-3 रिपोर्ट
9. श्रीमती मंजुला आर. कृष्णन, व.ले.प.अ./ AMG-3 रिपोर्ट
10. व.ले.प.अ./IS Wing – कृपया उक्त कार्यालय आदेश को इंटरनेट एवं इंट्रानेट पर अपलोड करने का कष्ट करें,

11. श्री नरेश आहूजा/ स.ले.प.अ. - कृपया इंटरनेट एवं इंट्रानेट पर अपलोड करना सुनिश्चित करें,

12. सूचना पटल।

Asim
10.02.25

वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष

अनुलग्नक 'क' (Annexure 'A')

श्री शशी रंजन सिंह, IA&AS प्रशिक्षु अधिकारी, 2023 बैच का कार्यालय प्रधान महालेखाकार (लेखापरीक्षा -प्रथम) मध्य प्रदेश, ग्वालियर में दिनांक 10.02.2025 से 14.03.2025 तक का प्रशिक्षण कार्यक्रम:-

स.क्र.	सप्ताह	अवधि	प्रशिक्षण का विषय	Activity	Mentor
1.	1	10.02.2025 से 14.02.2025	Noting, Drafting, Desk Review, Pilot Study, Risk Analysis, Sampling, ADM/Guidelines of DCA on Mental Health		Shri Prabhat Sharma, Sr. AO
2.	2	17.02.2025	Compliance Audit of Director Social Welfare	Field Visit (Director Social Welfare, Gwalior)	
3.	2 &3	18.02.2025 to 28.02.2025	Performance Audit on Establishment and Functioning of Anaganwadi (Transit From Gwalior to Sheopur on dated	(1) Attachment with Field Party doing Performance Audit on Establishment and Functioning of Anaganwadi in Sheopur. (2) During this, OT will learn how to frame Audit observation in line with audit objectives, and how to assess the overall performance of the audited entity based on the audit findings. The OT should have a full understanding of the difference between working on Compliance Audit and Performance Audit, based on actual experience.	Shri Shyama Charan, Sr. AO
4.	4	03.03.2025 to 04.03.2025	Financial Audit Wing Attachment		Shri Ram Manohar Gupta, Sr.AO

5.	4	05.03.2025 to 07.03.2025	Reporting attachments	<p>(1) As a Branch Officer in AMG-III Report</p> <p>(2) An overall appreciation of the entire reporting structure - how DP/Report targets are set, how PDPs are culled from IRs and processed to DPs, the entire journey of a DP/Report from field office to Headquarters Office (sometimes involving multiple to and fro journeys) and back, formation of Bond Copy and finally printing and sending the draft Audit Report for CAG's signature.</p>	Shri Vinod Kumar Anwekar, Sr. AO
5.	5	10.03.2025 to 13.03.2025	Reporting attachments	<p>(1) As a Branch Officer in AMG-III Report</p> <p>(2) Understanding how the OAD Section processes IRs including pre-inspection work like collecting/processing and forwarding inputs for verification during field audit, post receipt of IRs- various checks exercised, efforts to improve the quality of IR through proper KD-linking, moderation/modification of audit observations based on available evidence, weeding out of unworthy para-s, exercising judgment on which of the para-s are suitable to be placed as Part-II A para(s) and which are not (and why?), the process of sending PDPs to ECPA/Report Section/DP Cell, settling of old/outstanding para(s), etc.</p>	Smt. Manjula R. Krishnan, Sr. AO

Holidays: - 26.02.2025, 14.02.2025

Saturdays: - 15.02.2025, 22.02.2025, 01.03.2025, 08.03.2025

Sundays: - 16.02.205, 23.02.2025, 02.03.2025, 09.02.2025

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वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष