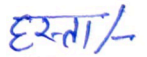No./Admin/LC/Trg/In-house TNA/2025-26/　　　　दिनांक: - 29.07.2025

कार्यालय आदेश-85

कार्यालय आदेश क्र. 81, दिनांक 18.07.2025 के तारतम्य में दिनांक 23.07.2025 से 24.07.2025 तक 'Drafting of Subject Specific Compliance Audit (SSCA)' Batch-2 विषय पर प्रशिक्षण हेतु नामित अधिकारियों (अनुलग्नक - 'क' के अनुसार) को सक्षम अधिकारियों द्वारा अनुलग्नक- 'क' के अनुसार task assigned किये गए है| समस्त अधिकारियों एवं कर्मचारियों को निर्देशित किया जाता है कि उक्त task को दिनांक 29.07.2025 तक अनिवार्य रूप से पूर्ण कर विधि कक्ष में प्रस्तुत करना सुनिश्चित करें|

In reference to Office Order No. 81 dated 18.07.2025, tasks have been assigned by the competent authorities (as per Annexure 'A') to the officers nominated for the training on "Drafting of Subject Specific Compliance Audit (SSCA)" — Batch-2, held from 23.07.2025 to 24.07.2025. All concerned officials are hereby directed to complete the assigned tasks by 29.07.2025 and ensure submission to the Legal Cell by the due date. Further all the Reporting Officers of the concerned officials are directed to assist the officials, if required in completion of task.

(प्रधान महालेखाकार महोदय द्वारा अनुमोदित)

हस्ता/-

उप महालेखाकार/प्रशासन

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु:-

1. सचिव, प्रधान महालेखाकर
2. सचिवालय/उप महालेखाकार (AMG-5 व प्रशासन)
3. उप महालेखाकर/ AMG-1, AMG-2, AMG-3, AMG-4
4. स.ले.प.अ./ DAG Cell- AMG-1, AMG-2, AMG-3, AMG-4, AMG-5 - कृपया सम्बन्धित को सूचित करें|
5. वरिष्ठ लेखापरीक्षा अधिकारी/ रिपोर्ट
6. वरिष्ठ लेखापरीक्षा अधिकारी/ IS Wing – को इंटरनेट एवं इंट्रानेट पर अपलोड करने हेतु
7. सभी सम्बंधित अधिकारी/कर्मचारी को अनुपालनार्थ प्रेषित,
8. वरिष्ठ लेखापरीक्षा अधिकारी/ SMU

9. श्री नरेश आहूजा, स.ले.प.अ., कृपया इंटरनेट व इंट्रानेट पर अपलोड करना सुनिश्चित करें,

वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष

Annexure-'A': Assignment Details for Participants

Submission Deadline: 29.07.2025 Tuesday, 5:00 PM

S. No.	Name of Participant	Assigned Task
1	Ram Mani	Prepare a comprehensive note on the identification of institutions in MP on the line of BISAG-N. Identify which type of dataset is available there and how can we utilize these datasets in our AUDIT.
2	Vishnu Sharan Mishra	Identify various AI tools applicable for: (i) Drafting, (ii) Visualization, (iii) Data Analysis, (iv) Image Analysis, and (v) Pattern Recognition. Prepare a note (minimum 10 platforms)
3	Bharat Singh	Identify IT tools associated with accounting and auditing of Local Bodies. Analyze their functioning, mechanisms and put up the plan to enhance the TGS function of this Office.
4	Gulam Shahid	Review the Stage-I report of MPPHIDC. Compare it with the Audit Report Style Guide and provide constructive suggestions for improvement.
5	Saurabh Chaturvedi	Prepare a note based on Performance Audit Guidelines for the office to suggest, how the constructive recommendation can be framed and incorporated in report. (Approx. 8–10 pages)
6	Abhay Lal Patel	Translate 4 Inspection Reports (IRs) into Hindi.
7	Ankit Kumar Gautam	Prepare a brief note on legislations related to Contractual Labour, including relevant clauses from Law. Also, summarize sampling techniques used in audit.
8	Ashutosh Kumar Shukla	In context of the CAG's focus on leveraging technology, identify technologies used in Remote/Hybrid Audits. Compare and contrast functionalities of ChatGPT and Perplexity AI.
9	Prem Chand Jatav	Translate 4 Inspection Reports (IRs) from Hindi to English.

10	Krishna Kumar	In the context of SSCA, identify and list relevant IT tools used in the Desk Review, field visit, and Reporting phases. How the data visualization tools is helpful for concise the report.
11	Virendra Singh	On SSCA Atal Mission for Rejuvenation and Urban Transformation (AMRUT), make a compilation Note of Local Grant Audit Guidelines issued by the headquarters from time to time (covering DCA, TGS, function.).
12	Subodh Kumar	For all stages of MPPHIDC, prepare a comparison sheet and provide recommendations to improve the draft quality.
13	Asha Sukhwani	Prepare paragraph-wise data visualization using AI tools for 02 Inspection Report.
14	Satish Biriya	Prepare paragraph-wise data visualization using AI tools for 02 Inspection Report.
15	Vandana	Data Visualization Using AI (Para-Wise) for Stage-IV report of MPPHIDC

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Sr. Audit Officer/Legal Cell