



SUPREME AUDIT INSTITUTION OF INDIA
लोकहितार्थं सत्यनिष्ठा
Dedicated to Truth in Public Interest

प्रधान महालेखाकार का कार्यालय, मिज़ोरम, आइज़ोल – ७९६ ००१
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL,
MIZORAM AIZAWL - 796001

फोन नो/Phone No.0389-2335566 फैक्स नो/Fax No. 0389-2333434 ई-मेल /e-mail: agmizoram@cag.gov.in

No.AG-MIZ/EDP-48/SUPPLYOFLAPTOP/2026-27

Subject: Ensuring Optimal Utilization of Official Laptops and IAAD Network

OFFICE CIRCULAR

Attention is invited to the instructions issued by the Information Systems Wing, Office of the CAG of India, New Delhi, regarding the optimal utilization of official laptops and the IAAD network. Utilization metrics have indicated that official laptops provided to IA&AD personnel are not being consistently utilized for their intended purposes, including instances where officials rely on alternate arrangements or auditee IT infrastructure.

To ensure secure, standardized, and efficient execution of official functions, all officials are hereby directed to strictly adhere to the following guidelines:

1. Official laptops assigned to them are brought to the office on a daily basis and are used regularly for all official work.
2. During audit engagements, officials must carry their office laptops to the auditee's premises and utilize them exclusively for all audit-related activities.
3. Dependence on auditee's IT infrastructure, systems, or devices for official work should be avoided, except in exceptional circumstances with due approval.
4. Wherever feasible, officials should connect their laptops to the IAAD/NIC network only to enable secure access to departmental applications, data, and services, and to ensure adherence to prescribed IT security protocols.
5. In A&E offices, official laptops should be used in place of obsolete desktops for carrying out VLC-related work, including pension, GPF, and other data analytics activities, so as to ensure improved performance, standardization, and security.

Usage of official laptops and connectivity to the IAAD network will be periodically reviewed and monitored by the CTO Wing at Headquarters to ensure compliance. Non-compliance with these instructions will be viewed seriously by the competent authority.

Copy to:-

1. **Notice Board**
2. **E-Notice**

Digitally signed by
MARK ZOMAWIA ZOTE
Date: 15-04-2026
17:38:44

Sr.AO/EDP

नयाँ कैपिटल परिसर, खटला, आइजोल - ७९६००१ / New Capital Complex, Khatla, Aizawl - 796 001