

Revised Tour Programme of AMG-II Inspection Party No. I for 1st Quarter of 2024-25

1. Mr. Jaydip Narayan Chakrabarti, SAO (on election duty as AEO from 29.04.2024)		3. Mr. Bipul Mallick, AAO	
2. Mr. Mithilesh Kumar, AAO		4. Mr. Hardeo Lal Sharma, Sr. Ar.	
To attend Headquarters on 01.4.2024 for Quarterly Meeting with Pr.AG			
Team to prepare ADM of the Department and submit to DAG by 15.4.2024 for approval.			
Teams should collect and update the information about IT database implemented by the Department and ABs and PSUs			
1.	Director, Director of Handloom and Textiles, West Bengal, N.S. Buildings, 5th Floor, Block-A, 1, K. S. Roay Road, Kolkata – 700001. (Compliance Audit period from 04/2023 to 03/2024)	02.04.2024 to 15.04.2024 (08 days)	
2.	General Manager, District Industries Centre, Calcutta, 11A & B, Esplanade East, Kolkata-700069. (Compliance Audit - since period of last audit)	16.04.2024 to 26.04.2024 (09 days)	
Transit to Murshidabad on 28.04.2024			
3.	General Manager, District Industries Centre, Murshidabad, 20/1 C.R.Das Road, P.O.-Berhampore, Dist.-Murshidabad, PIN-742049. (Compliance Audit period from 04/2021 to 03/2024)	29.04.2024 to 10.05.2024 (08 days)	
4.	General Manager, District Industries Centre, Malda, K.J.Sanyal Road, P.O. & Dist. Malda, PIN-732101. (Compliance Audit period from 04/2022 to 03/2024)	13.05.2024 to 22.05.2024 (08 days)	
Transit to Kolkata on 23.05.2024			
In-house Training on 24.05.2024			
Transit to Berhampore on 26.05.2024			
5.	Handloom Development Officer, Berhampore, 33 Santi Kanan, P.O. Berhampore, Murshidabad, PIN-741402. (Compliance Audit period from 04/2019 to 03/2024)	27.05.2024 to 05.06.2024 (08 days)	
6.	Handloom Development Officer, Malda, 3, No. K.J.Sanyal Rd. P.O. & Dist. Malda, PIN- 732101 (Compliance Audit period from 04/2018 to 03/2024)	06.06.2024 to 14.06.2024 (07 days)	
Transit to Jalpaiguri on 15.06.2024			
7.	General Manager, District Industries Centre, Jalpaiguri, Club Road, P.O. & Dist. Jalpaiguri, PIN- 735101 (Compliance Audit period from 04/2022 to 03/2024)	18.06.2024 to 26.06.2024 (07 days)	
Transit to Kolkata on 27.06.2024			
Duty at Headquarter from 28.06.2024			
Following information need to be incorporated with IR failing of which IR will not be accepted:			

<ul style="list-style-type: none"> ➤ According to CAG officer order, commencing 1st April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS. ➤ The teams should mention Audit Assignment No and audit Product No generated in OIOS in the file. The teams should take care to complete all the steps in OIOS before closing the OIOS assignment. In each step of audit the OIOS guidelines and procedures shall be followed. ➤ The IR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported. ➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> ➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines, in case the unit executed/related to such schemes during the audit period. ➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters. ➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification. ➤ Teams should update the outstanding paras and include in the present IR wherever feasible and settle the outstanding paras/ IR. ➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period.
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Senior Audit Officer/AMG-II (C)

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Deputy Accountant General/AMG-II

Revised Tour Programme of AMG-II Inspection Party No. II for 1st Quarter of 2024-25

1. Mr. Karunakar Sahoo, SAO (on election duty as AEO from 29.04.2024)	3. Mr. Soumen Sarkar, AAO	
2. Mr. Sidiu Boipai, AAO	4. Mr. Pratap Kumar Chowdhury, Ar.	
To attend Headquarters on 01.04.2024 for Quarterly Meeting with Pr. AG		
Team to prepare ADM of the Department and submit to DAG by 15.4.2024 for approval		
1.	Joint Director (Accounts), Director of MS&ME, West Bengal, N.S. Buildings, 5th Floor, Block-A, 1, K. S. Roay Road, Kolkata-700001 (Compliance Audit period from 04/2023 to 03/2024)	02.04.2024 to 15.04.2024 (08 days)
2.	General Manager, District Industries Centre, South 24 Pgs, 128/1, Ukil para-Road, Baruipur, Kolkata- 700144. (Compliance Audit period from 04/2023 to 03/2024)	16.04.2024 to 26.04.2024 (09 days)
Transit to Balurghat on 05.05.2024		
3.	General Manager, District Industries Centre, Dakshin Dinajpur, Balurghat, D.R.D.A. Building, P.O-Balurghat, PIN- 733101 (Compliance Audit - since period of last audit)	06.05.2024 to 17.05.2024 (09 days)
4.	Handloom Development Officer, Gangarampur, Dutta Para, P.O. Gangarampur, Dist.Dakshin Dinajpore, PIN-733124 (Compliance Audit - since period of last audit)	20.05.2024 to 22.05.2024 (03 days)
Transit to Kolkata on 23.05.2024		
In-house Training on 24.05.2024		
Transit to Gangarampur on 26.05.2024		
	Handloom Development Officer, Gangarampur, Dutta Para, P.O. Gangarampur, Dist.Dakshin Dinajpore, PIN-733124 (Compliance Audit - since period of last audit)	27.05.2024 to 31.05.2024 (05 days)
Transit to Cooch Behar on 02.06.2024		
5.	General Manager, District Industries Centre, Cooch Behar, Kadamtala, Coochbehar, PIN-736101 (Compliance Audit - since period of last audit)	03.06.2024 to 13.06.2024 (09 days)
6.	Handloom Development Officer Handloom, Cooch Behar, Kalka Das Road (Kadamtala), P.O. & Dist. Coochbehar, PIN- 736101 (Compliance Audit - since period of last audit)	14.06.2024 to 26.06.2024 (08 days)
Transit to Kolkata on 27.06.2024		
Duty at Headquarter from 28.06.2024		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

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* Mr. Pratap Kumar Chowdhury, Ar. is assigned to FAP-IV from 02.05.2024 to 03.05.2024. Mr. Chowdhury, Ar. may avail transit on 30.04.2024.

Senior Audit Officer/AMG-II (C)

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Deputy Accountant General/AMG-II

Revised Tour Programme of AMG-II Inspection Party No. III for 1st Quarter of 2024-25

1. Mr. Manoj Kumar, SAO	3. Mr. Pradeep Kumar, AAO	
2. Mr. Anindya Mitra, AAO	4. Mr. Samir Mondal, AAO	
To attend Headquarters on 01.04.2024 for Quarterly Meeting with Pr. AG		
Team to prepare ADM of the Department and submit to DAG by 15.4.2024 for approval		
1.	Director Zoological Gardens Alipore, Zoological Garden, Belvedere Road, Kolkata - 700027 (Compliance Audit period from 04/2023 to 03/2024)	02.04.2024 to 15.04.2024 (08 days)
2.	Divisional Forest Officer, South 24 Pgs., New Administrative Bldg., 4th floor, 12, Biplabi Kanai Bhattacharjee Sarani, South Block, Alipore, Kolkata-700027. (Compliance Audit period from 04/2023 to 03/2024)	16.04.2024 to 26.04.2024 (09 days)
Transit to Purulia on 28.04.2024		
3.	Divisional Forest Officer, Purulia Division, P.O. & Dist. Purulia, West Bengal. Pin- 723 101 (Compliance Audit period from 04/2023 to 03/2024)	29.04.2024 to 10.05.2024 (08 days)
4.	Divisional Forest Officer, Extension Forestry Division, Purulia, North Lake Road, Raghobpur, PO & Dist. Purulia. PIN- 723101 (Compliance Audit - since period of last audit)	13.05.2024 to 22.05.2024 (08 days)
Transit to Kolkata on 23.05.2024		
In-house Training on 24.05.2024		
Transit to Malda on 26.05.2024		
5.	Divisional Forest Officer, Malda Division, Nazrul Sarani P.O. Malda Dist. Malda, PIN-732101 (Compliance Audit - since period of last audit)	27.05.2024 to 04.06.2024 (07 days)
Transit to Jalpaiguri on 05.06.2024		
6.	Divisional Forest Officer, Jalpaiguri Social Forestry Division, Hakimpara, PO & Dist. Jalpaiguri. PIN- 735101 (Compliance Audit - since period of last audit)	06.06.2024 to 14.06.2024 (07 days)
7.	Divisional Forest Officer, Kurseong Soil Conservation Division, P.O. Kurseong, Dist. Darjeeling. PIN- - 734203 (Compliance Audit period from 04/2023 to 03/2024)	18.06.2024 to 26.06.2024 (07 days)
Transit to Kolkata on 27.06.2024		
Duty at Headquarter from 28.06.2024		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

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* Mr. Samir Mondal, AAO is under training at RCB&KI, Kolkata from 29.04.2024 to 02.05.2024. After completion of training, he may report for Headquarters duty on 03.05.2024. He may join Field Audit Party- III, conducting compliance audit of DFO, Purulia Division on 06.05.2024. He may be allowed transit on 05.05.2024 (Sunday).



Senior Audit Officer/AMG-II (C)

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Deputy Accountant General/AMG-II

Revised Tour Programme of AMG-II Inspection Party No. IV for 1st Quarter of 2024-25

1. Mr. Barindra Lal Bose, SAO	3. Mr. Shyam Anand, AAO (on election duty as AEO from 29.04.2024)
2. Mr. Arbind Kumar, AAO	4. Mr. Arindam Sarkar, A.S. *Mr. Pratap Kumar Chowdhury, Ar.

To attend Headquarters on 01.04.2024 for Quarterly Meeting with Pr. AG		
Team to prepare ADM of the Department and submit to DAG by 15.4.2024 for approval		
1.	Assistant Chief Conservator of Forests, G.D. Division, Aranya Bhawan Block LA-10A, Sector-III, Saltlake, Kolkata-700106. (Compliance Audit period from 04/2023 to 03/2024)	02.04.2024 to 15.04.2024 (08 days)
2.	Chief Conservator of Forest, South-West Circle, Ground Floor, Module No. 4 & 5, Webel IT Park, Satelite Township, Kalyanpur, Asansol, PIN-713302 (Compliance Audit - since period of last audit)	16.04.2024 to 25.04.2024 (08 days)
3.	Divisional Forest Officer, Birbhum Division, P.O.- Suri, Dist. Birbhum. PIN-731101 (Compliance Audit period from 04/2022 to 03/2024)	26.04.2024 to 10.05.2024 (09 days)
Transit to Kolkata on 11.05.2024		
4.	Divisional Forest Officer, Purba Medinipur Division, Chachamina, Tamluk Dist. Purba Medinipur. PIN-721636 (Compliance Audit - since period of last audit)	13.05.2024 to 22.05.2024 (08 days)
In-house Training on 24.05.2024		
Transit to Siliguri on 26.05.2024		
5.	Director, North Bengal Wild Animal Park, Siliguri, 5th Mile, Sevoke Road, Salugara, Siliguri, West Bengal, PIN-734 008. (Compliance Audit - since period of last audit)	27.05.2024 to 05.06.2024 (08 days)
6.	Director, P.N.H.Z. Park, Darjeeling, Jawahar Parbat Darjeeling, West Bengal, India, PIN-734101 (Compliance Audit - since period of last audit)	06.06.2024 to 14.06.2024 (07 days)
7.	Director, West Bengal Forest School, West Bengal Forest School, Dowhill, Dist-Darjeeling, PIN-734204 (Compliance Audit - since period of last audit)	18.06.2024 to 26.06.2024 (07 days)
Transit to Kolkata on 27.06.2024		
Duty at Headquarter from 28.06.2024		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

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* Mr. Pratap Kumar Chowdhury, Ar. is assigned to FAP-IV from 02.05.2024 to 03.05.2024. Mr. Chowdhury, Ar. may avail transit on 30.04.2024.



Senior Audit Officer/AMG-II (C)

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Deputy Accountant General/AMG-II

Revised Tour Programme of AMG-II Inspection Party No. V for 1st Quarter of 2024-25

1. Ms. Chandrima Saren, SAO	*3. Mr. Sidui Boipai, AAO
2. Mr. Chand Kishor Singh, AAO	4. Mr. Alope Pramanik, A.S.

To attend Headquarters on 01.4.2024 for Quarterly Meeting with Pr. AG		
Team to prepare ADM of the Department and submit to DAG by 15.4.2024 for approval		
1.	A.O., DTE. of Mines & Minerals, West Bengal., 4, Abanindranath Tagore Sarani, 2nd Floor, Kolkata – 700016 (Compliance Audit period from 04/2023 to 03/2024)	02.04.2024 to 15.04.2024 (08 days)
2.	Director of Industries (A and A), W.B., Shilpa Sadan, 4, Abanindranath Tagore Sarani (Camac Street), Kolkata – 700016. (Compliance Audit - since period of last audit)	16.04.2024 to 25.04.2024 (08 days)
Collection of data from Registrar of Firms, Societies and Non-trading Corporation on 26.04.2024.		
3.	Chief Mining Officer, D.M.M. Asansol, Court Road, P.O.-Asansol, Dist.-Paschim Bardhaman, PIN-713 304 (Compliance Audit period from 04/2022 to 03/2024)	29.04.2024 to 10.05.2024 (08 days)
4.	Mining Officer-In-Charge, Suri Zone, Lalkuthipara (Near Birbhum Talkies), P.O. Suri, Dist. Birbhum,731 101 (Compliance Audit period from 04/2022 to 03/2024)	13.05.2024 to 22.05.2024 (08 days)
Transit to Kolkata on 23.05.2024		
In-house Training on 24.05.2024		
Transit to Birbhum on 26.05.2024		
5.	District Mineral Foundation Trust (DMFT), Birbhum, Administrative Buildings., PO-Suri, Birbhum, PIN-731101. (Compliance Audit - since period of last audit)	27.05.2024 to 04.06.2024 (07 days)
Transit to Alipurduar on 05.06.2024		
6.	District Mineral Foundation Trust (DMFT), Alipurduar, New Administrative Building, Alipurduar Court, Alipurduar District PIN-736122 (Compliance Audit period from 04/2023 to 03/2024)	06.06.2024 to 14.06.2024 (07 days)
7.	Principal, Industrial Training Institute, Cooch behar. Pilkhana Road, near Forest Choupathi, Coochbehar, PIN- 736101. (Compliance Audit - since period of last audit)	18.06.2024 to 26.06.2024 (07 days)
Transit to Kolkata on 27.06.2024		
Duty at Headquarter from 28.06.2024		
Following information need to be incorporated with IR failing of which IR will not be accepted:		

<ul style="list-style-type: none"> ➤ According to CAG officer order, commencing 1st April 2023, all teams were to carry out audit through OIOS. All audit related work like processing DP, sending report to be done through OIOS. ➤ The teams should mention Audit Assignment No and audit Product No generated in OIOS in the file. The teams should take care to complete all the steps in OIOS before closing the OIOS assignment. In each step of audit, the OIOS guidelines and procedures shall be followed. ➤ The IR should contain brief description on purpose of functioning of the Audited entity whether the entity is fulfilling the purpose or is working keeping the purpose in view. ➤ The team should check the objectives of the auditee unit and also note the change in scope in responsibilities of the audited unit. Thereafter, a note on the changed scope of responsibility and performance of the audited entity may be reported. ➤ The team should check the schemes/ expenditures incurred and from the list select the expenditures for detailed audit. ➤ Specific comments on extent of Internal Control and Internal Audit in respect of the audited entity. 	<ul style="list-style-type: none"> ➤ Information may be collected, and observation may be floated on beneficiary schemes in the line of approved guidelines in case the unit executed/related to such schemes during the audit period. ➤ Party should visit centers/sub centers/ subdivision other than specified one under only with approval of Headquarters. ➤ The team should check the outstanding paras and pursue for reply to the paras outstanding. Based on the merit of the reply, team should recommend settling of the paras with justification. ➤ Teams should update the outstanding paras and include in the present IR wherever feasible and settle the outstanding paras/ IR. ➤ The audit should bring out a proposal of topic for DCA / PA on the Department for incorporation in audit plan 2024-25. ➤ Beneficiary details including Bank Account No., IFS code of the bank account are to be checked in respect of all transactions initially failed but subsequently were successful during the audit period.
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* Mr. Sidui Boipai, AAO is assigned to FAP-V from 30.04.2024 to 03.05.2024.



Senior Audit Officer/AMG-II (C)

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Deputy Accountant General/AMG-II