







30	Shri Manojit Mandal	SAO	Combined with FP-8 for audit of Central Circle 4(2), Kolkata									
	Shri Rabin Shome	AAO	Ward 37(1), Kolkata									
	Shri Pulak Kumar Bhar	AAO			GP	70	2025-26	01.04.2026	29.04.2026	Combined	FP 30 and 8 are combined	
	Shri Anish Kumar	Ar.						30.04.2026	29.05.2026	Single		
31	Shri Debabrata Ghosh Hazra	SAO	Combined with FP-23 for audit of Central Circle 3(2), Kolkata									
	Shri Sujit Kumar Ray	SAO	Ward-23(1), Hooghly	Ward-23(2), 23(3), 23(4)	Chinsurah	20	2025-26	01.04.2026	29.04.2026	Combined	FP 31 and 23 are combined	
	Shri Uttam Kumar Mishra	AAO						30.04.2026	29.05.2026	Single		
	Shri Narayan Ch. Gharami	AAO										
	Shri Srikant Keshari	Ar.										
32	Shri Manoj Kumar Paswan	SAO	Feasibility Study on Mismatch of Tax Payments and Refunds									
	Shri Amit Ranjan	SAO										
	Shri Shailendra Kumar	AAO										
	Shri Jaydeb Mandal	AAO										
	Shri Somdev Mandal	Ar.										
<p><b>Note:</b></p> <p>(i) All Field Parties should adhere to the Revised Sampling Methodology and the desk review is to be submitted mandatorily in the revised Desk Review Format.</p> <p>(ii) Field Parties shall strictly follow- (a) the Sectional Order No.: RA/ITRA/Co-ordn./SAI to OIOS/181/2022-23/160-64 dated 09.05.2023 containing guidelines for sampling, detailed audit, key documents for audit on OIOS (b) the SOP on 'Watching Recovery of outstanding demand' and (c) Sectional Order No.: RADT/ITRA (Co-ordn.)/SOPs/2022-23/570 dated 18.11.2022 regarding Key Documents in connection with high money value Paras.</p> <p>(iii) <u>Template in Revised Format</u> showing details of the scrutiny cases under four different categories (i.e. Mandatory Criteria, Two 'Yes' Criteria, One 'Yes' Criteria and 'Discretion' Criteria) should be submitted <b>even in the case where total Population of Scrutiny Cases is less than the Lower Floor Limit</b>. All templates are to be attached in the 'Attachment Info' in OIOS.</p> <p>(iv) Field parties are requested to <b>collect all important points alongwith the Customized Report from Statement/BS section</b> before commencement of audit of any unit. Recovery Cases are to be pursued with the Department and status of the same to be submitted to the HQ along with the LAR.</p> <p>(v) <b>Outstanding Paras shown in the Customized Report should be reviewed critically</b> and special emphasis may be made on significant Paras which can be processed into DP/SF.</p> <p>(vi) The format, as prescribed by the Headquarters office, for <b>Department Centric Audit should be kept in view</b> and on examination of the information/documents as required/called for, <b>suitable Paras may be proposed in the draft LAR</b>, report at ITRA (Co-ordination) therefor.</p> <p>(vii) Field Parties are requested to adhere the Guidelines of the Circular (Admn. Series) No. 283 dated 18.12.2023 regarding Medical Emergency on Official Duty. <b>Officers and Officials presently posted in the ongoing PA on Grievance Redressal shall join Compliance Audit as per this Quarterly Programme only after they are released by the Review Section.</b></p>												

25/3/26  
Asstt. Audit Officer (ITRA Co-ordn.)

19/3/26  
Sr. Audit Officer (ITRA Co-ordn.)

19/03/2026  
Deputy Director (RADT-I)

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