

LAP-I

4<sup>th</sup> Quarter Local Audit Programme 2022-23 (9<sup>th</sup> revised)

| Sl. no. | Name of the unit  | Period of Audit            | Transit and dates of audit   | Members of Audit team   |
|---------|---|----------------------------|--|---|
| 1.      | Variable Energy Cyclotron Centre, Kolkata [Sec.13]              | 01/2022 to 12/2022         | Examination of files for the ensuing assignment and preparation and submission of desk review: 20.01.2023<br>Duty: 23.01.2023 to 20.02.2023 (20 working days)<br>Submission of Records: 21-22.02.2023<br>Submission of Risk Analysis: 23.02.2023 | 1. Shri Debasis Ghosh, SAO<br>2. Shri Mantosh Kumar, AAO<br>3. Shri Partha Bose, Ar. (except from 06.02.2023 to 17.02.2023)<br>4. Shri Bichitra Kr. Roy, Asstt. Supervisor (Duty from 07.02.2023 to 10.02.2023)<br>5. Shri Uttam Kumar Mitra, Asstt. Supervisor (w.e.f. 14.02.2023) |
| 2.      | Southern Printing Group, Survey of India, Hyderabad, [Sec.13]   | Since inception to 2021-22 | Preparation and submission of desk review (online): 24.02.2023<br>Transit to Hyderabad: 26-27.02.2023<br>Duty: 28.02.2023 to 14.03.2023 (10 working days)<br>Submission of Records to Chennai Sub-Office through Speed Post: 15.03.2023          | 1. Shri Debasis Ghosh, SAO<br>2. Shri Mantosh Kumar, AAO<br>3. Shri Partha Bose, Auditor (Transit to Hyderabad: 05-06.03.2023, Duty from 07.03.2023)<br>4. Shri Rajiv Kumar Mandal, Auditor (Transit to Hyderabad: 09-10.03.2023, Duty from 13.03.2023)                             |
| 3.      | The Institute of Forest Bio-Diversity (IFB), Hyderabad [Sec.13] | Since inception to 2021-22 | Preparation and submission of desk review (online): 24.02.2023<br>Duty: 15.03.2023 to 28.03.2023 (10 working days)<br>Submission of Records to Chennai Sub-Office through Speed Post and Transit to Kolkata: 29.03.2023                          | 1. Shri Debasis Ghosh, SAO<br>2. Shri Mantosh Kumar, AAO<br>3. Shri Rajiv Kumar Mandal, Auditor (Transit to Kolkata: 29-30.03.2023)   |

**Note:**(a) In the case of units where more than one-day transit has been allowed, the officials who would travel by Air, may perform their journey on the date preceding the date of commencement of duty and they may report to OAD Section for the unutilized days of onward transit.

In the case of return journey by Air from any place where more than one-day transit has been allowed, officials may perform their journey on the first day of transit as per the programme and report to OAD Section on the next working day.

(b) The reservation of accommodation in the entitled class is the concern of the Government Servant himself and it is the accepted policy of the Government not to take cognizance of a Government Servants inability to secure reservation in the entitled class. Therefore, non-attendance to the tour station on the ground of non-availability of railway reservation in entitled class would be viewed seriously and it is advised to perform journey in lower class when reservation is not available in the entitled class.

(c) Records relating to complaint cases, if any, for verification/examination may invariably be collected from OAD Section before proceeding to audit tour.



Director