



PAG (Au)/AP/AMG-I/Co-ordn./Programming/2024-25/

Date:26-12-2024

Revised Tour Programme

The field audit party FAP-01 headed by Sri M Ramanamurthy, SAO(C) along with Sri Murari Lal Swami, Sr.Auditor* is entrusted with collecting information from the following office regarding PDPs related to 'Non-transfer of NPS contributions of employees to NSDL record keeping agency' as shown below:

| Description/Office | Approved Dates of Visit | Revised Dates of Visit | Remarks |
|--|---|---|--|
| O/o Commissioner, Greater Visakhapatnam Municipal Corporation, Visakhapatnam | 16.12.2024 to 20.12.2024 (05 days) | 16.12.2024 to 24.12.2024 (08 days) | In revision to the previous approved revised tour programme dated.06.12.2024 in respect of O/o Greater Visakhapatnam Municipal Corporation |
| Transit to Vijayawada on 25.12.2024 | | | |

Closed Holidays in AP

In December => 8, 14, 15, 22.

* Sri Murari Lal Swami, Sr.Auditor who was attached with team LGAP-04 (O/o Commissioner, Kadapa Municipal Corporation) was instructed to report to FAP-01/SAO on 07.12.2024 FN, after attending the Exam for promotion as Assistant Supervisors, by availing transit to Visakhapatnam from Vijayawada on 06.12.2024. The official was with the team FAP-01 till 16.12.2024 FN working on assignment of O/o Commissioner, Greater Visakhapatnam Municipal Corporation, Visakhapatnam. As the official has to attend SAS examination, the official was relieved by SAO/FAP-01 on 16.12.2024 AN and reported to HQRs on 17.12.2024 FN. The official may avail transit on 16.12.2024 AN from Visakhapatnam to Vijayawada.

Instructions:

1. Audit Party is directed to comply with the instructions communicated vide Circular dated.23.08.2018.
2. Audit Parties are requested to collect Audit Universe & DDO Codes of the offices/units under each department and submit them to coordination section after completion of audit of each office.

3. Parties should collect PMVs, Press Clippings, Latest GOs and any other related information from the concerned Editing Sections.
4. Parties should collect and review the replies of old outstanding paras to avoid accumulation of arrears.
5. Any holiday in addition to the mentioned tour programme is to be adjusted within the allotted period. No extension will be granted in tourprogramme on ground of leave availed by the party members.
6. The Inspection report shall be finalized on the last day of the Audit and to be submitted to Headquarters for vetting within three days for offices situated at Headquarters and five days for other offices.
7. Audit team may use only official email for communication with the auditee unit. Use of OIOS is compulsory.
8. As per the Guidance Note No.225-09-PPG/2017, dt 23.08.17, the Party is directed to prepare Audit Design Matrix and Desk Review and submit the same to Group Officer well in time before embarking on Audit for a discussion for all Auditee units.

This is issued with the approval of Sr. DAG/AMG-I.

MOHAMMED FAKRUDDIN
Senior Audit Officer
AMG-I/Coordination

To

1. The Individuals
SAO/Bills

2. SAO/IS Wing

3.