



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

Date: 30-08-2024

### Tour Programme

The following field audit parties are entrusted with Compliance Audit for the Offices given below.

S. No.	Audit Party No	Name of the members (Sri/Ms)	Description/Office	Dates of Visit	No of Working days	
1.	FAP-04	NTD to Guntur on 02.09.2024				
		1. Md. Fakruddin, SAO 2. Gutti Vijay Kumar, AAO 3. Sudarshan Ram, AAO	O/o Assistant Food Controller, Guntur	02.09.2024 to 09.09.2024	06	
		NTD to Vijayawada on 09.09.2024				
2.	FAP-07	1. S Kesava Reddy, SAO 2. Umamah, AAO 3. Kurra Anil Kumar, AAO	O/o Director of Boilers, Vijayawada	03.09.2024 to 17.09.2024	10	

### Closed Holidays in AP

In September => 1,7\* 8, 14, 15, 16, 22.

\* Holiday to Director of boilers, Vijayawada.

- **Sri Gaurav Kumar Singh, AAO & Sri Naveen Boora, AAO are instructed to report to SAO/FAP-05 at O/o Commissioner,APVVP,Vijayawada with reffect from 02.09.2024 FN.**
- **Sri B. Lakshma Reddy, Supr working presently in FAP-05 instructed to report to SAO/FAP-22 at JNTU Kakinada from 02.09.2024FN. The official may avail transit on 01.09.2024**
- **Sri Abhinay Kumar, AAO (C) reported to Hqrs, Vijayawada on**

**28.08.2024 to attend orientation training from 28.08.2024 to 30.08.2024. The official is now instructed to join team FAP-22 at camp office, Kakinada on 31.08.2024FN.**

- **Ms Tanya Chauhan, AAO is instructed to report to SAO/ FAP-06 at O/o APREIS, Mangalagiri on 02.09.2024 FN.**

**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.