



PAG (Au)/AP/AMG-I/Co-ordn./Programming/2024-25/ Date:09-09-2024

Tour Programme

The following field audit party is entrusted with Compliance Audit for the Offices given below:

S.No	Audit Party No	Name of the party members (Sri/Ms)	Description/Office	Dates of Visit & No of Working days
1	FAP-07	1.S Kesava Reddy, SAO 2.Monu Yadav, AAO 3.Umamah, AAO 4.Avni Aggarwal, AAO	O/o District Women and Child Welfare, Vijayawada	18.09.2024 to 28.09.2024 (10 working days)
			Transit to Anantapur on 02.10.2024	
			O/o Government General Hospital, Anantapur	03.10.2024 to 04.11.2024 (25 working days)
			Transit to Chittoor on 05.11.2024	
			O/o EE, APEWIDC, Chittoor	06.11.2024 to 18.11.2024 (10 working days)
			Transit to Vijayawada on 19.11.2024	

Closed Holidays in AP

In September => 14, 15, 16, 22, 29.

In October => 6, 11, 12, 13, 20, 27, 31.

In November => 3, 9, 10, 17.

***The officials are instructed to attend the review meeting with Sr. DAG/ AMG-I at Hqrs, Vijayawada that will be held on 30.09.2024 & 01.10.2024.**

Instructions:

1. Audit Party is directed to comply with the instructions communicated vide Circular dated.23.08.2018.
2. Parties should collect PMVs, Press Clippings, Latest GOs and any other related information from the concerned Editing Sections.

3. Parties should collect and review the replies of old outstanding paras to avoid accumulation of arrears.
4. Any holiday in addition to mentioned tour programme is to be adjusted within allotted period. No extension will be granted in tour programme on ground of leave availed by the party members.
5. The Inspection report shall be finalized on the last day of the Audit and to be submitted to the Headquarters for vetting within three days for offices situated at Headquarters and five days for other offices.
6. Audit team may use only official email for communication with the auditee unit. Use of OIOS is compulsory.
7. 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.