

LAP-I

1st Quarter Local Audit Programme– 2023-24 (2nd revised)

Sl. no.	Name of the unit	Period of Audit	Transit and dates of audit	Members of Audit team
1.	Madhya Pradesh Geo-Spatial Data Centre, Survey of India, Jabalpur [Sec.13]	2020-21 to 2022-23	Examination of files for the ensuing assignment and preparation and submission of desk review: 13-14.04.2023 Transit to Jabalpur: 16.04.2023 Duty: 17.04.2023 to 28.04.2023 (10 working days) Transit to Kolkata: 29.04.2023 Submission of Records: 01-02.05.2023 Submission of Risk Analysis: 03.05.2023	1. Shri Debasis Ghosh, SAO 2. Shri Debdut Mukherjee, AAO(Except 13.04.2023) 3. Shri Sharwan Kumar, AAO (upto 27.04.2023; Transit to Kolkata 28.04.2023) 4. Shri Ranjan Kr. Sardar, Asstt. Supervisor
2.	Botanical Survey of India, Head Quarters, Kolkata [Sec.-13]	12/2021 to 03/2023	Examination of files for the ensuing assignment and preparation and submission of desk review: 04.05.2023 Duty: 08.05.2023 to 26.05.2023 (15 working days) Submission of Records: 29-30.05.2023 Submission of Risk Analysis: 31.05.2023	1. Shri Debasis Ghosh, SAO 2. Shri Debdut Mukherjee, AAO (Duty upto 19.05.2023) 3. Shri Sharwan Kumar, AAO 4. Shri Ranjan Kr. Sardar, Asstt. Supervisor
3.	Tripura, Manipur and Mizoram Geo-Spatial Data Centre, Survey of India, Silchar [Sec.-13]	2020-21, to 2022-23	Examination of files for the ensuing assignment and preparation and submission of desk review: 01-02.06.2023 Transit to Silchar: 04.06.2023 Duty: 05.06.2023 to 16.06.2023 (10 working days) Transit to Kolkata: 17.06.2023 Submission of Records: 23.06.2023 Submission of Risk Analysis: 24.06.2023	1. Shri Debasis Ghosh, SAO (Duty upto 16.06.2023, Transit to Kolkata : 22.06.2023) 2. Shri Sharwan Kumar, AAO, 3. Shri Ranjan Kr. Sardar, Asstt. Supervisor

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