

LAP-V
4th Quarter Local Audit Programme– 2023-24 (6th revised)

Sl. no.	Name of the unit	Period of Audit	Transit and dates of audit	Members of Audit team
1.	Institute of Advanced Study in Science and Technology, Guwahati [Sec.-14(1)]	2022-23	Examination of files for the ensuing assignment and preparation and submission of desk review: 29.12.2023 Transit to Guwahati: 31.12.2023 Duty: 01.01.2024 to 19.01.2024 (15 working days) Transit to Kolkata: 20.01.2024 Submission of Records: 22-23.01.2024 Submission of Risk Analysis: 24.01.2024	1. Shri Tushar Kanti Ghosh, Sr. Audit Officer 2. Shri Kartick Ch. Gayen, AAO (Duty up to 05.01.2024, Transit to Kolkata: 06.01.2024) 3. Shri Mantosh Kumar, AAO
2.	CSIR-Central Mechanical Engineering Research Institute, Durgapur [Sec.-20 (1)]	2022-23	Examination of files for the ensuing assignment and preparation and submission of desk review: 25.01.2024 Transit to Durgapur: 28.01.2024 Duty: 29.01.2024 to 23.02.2024 (19 working days) Transit to Kolkata: 24.02.2024 Submission of Records: 26.02.2024 Submission of Risk Analysis: 27.02.2024	1. Shri Tushar Kanti Ghosh, Sr. Audit Officer 2. Shri Mantosh Kumar, AAO
3.	Zoological Survey of India, Arunachal Pradesh Regional Centre, Itanagar [Sec.-13]	2021-22 to 2022-23	Examination of files for the ensuing assignment and preparation and submission of desk review: 01.03.2024 Transit to Itanagar: 03.03.2024 Duty: 04.03.2024 to 12.03.2024 (07 working days) Transit to Kolkata: 12.03.2024 (after duty hours) and 13.03.2024 Submission of Records: 14-18.03.2024 Risk Analysis: 19.03.2024	1. Shri Tushar Kanti Ghosh, Sr. Audit Officer 2. Shri Mantosh Kumar, AAO
4.	North East Centre for Technology Application and Reach (NECTAR), Shillong [Sec.14(1)]	Since inception to 2022-23	Examination of files for the ensuing assignment and preparation and submission of desk review: 22.03.2024 Transit to Shillong: 26.03.2024 Duty: 26.03.2024 to 01.04.2024 Transit to Kolkata: 02.04.2024 Transit to Shillong: 07.04.2024 Duty: 08.04.2024 to 18.04.2024 (4+8=12 working days) Transit to Kolkata: 19.04.2024 Submission of Records: 22.04.2024 Submission of Risk Analysis: 23.04.2024	1. Shri Tushar Kanti Ghosh, Sr. Audit Officer 2. Shri Mantosh Kumar, AAO (Transit to Shillong: 07.04.2024) 3. Shri Brajesh Ch. Pratap, AAO (Transit to Shillong: 07.04.2024) 4. Shri Ranjan Kr. Sardar, A.S.,

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 servant's 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 for verification/examination may invariably be collected before proceeding to audit tour.



Dy. Director