



ప్రధాన మహాగణకులు (తనిఖీ) వారి కార్యాలయం,
ఆంధ్రప్రదేశ్, విజయవాడ - 520 002

प्रधान महालेखाकार (लेखापरीक्षा) का कार्यालय,
आंध्रप्रदेश, विजयवाड़ा - 520 002

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT),
ANDHRA PRADESH, VIJAYAWADA - 520 002



Lr. no. PAG (Au) AP/LGA Coord./TP/2024-25

Date: 08-11-2024

REVISED TOUR PROGRAMME

Sub: Compliance Audit of O/o Vice Chairperson, Visakhapatnam Metropolitan Region Development Authority (VMRDA), Visakhapatnam.

The field audit party LGAP-02, headed by Sri P Shivaji Varma, SAO is entrusted with following assignment:

Audit Party No	Party Members (Shri)	Office/Unit	Audit Dates
Transit to Visakhapatnam on 17.11.2024			
LGAP-02	1. Shri P Sivaji Varma, SAO, 2. Shri C V Subba Reddy, AAO, 3. Joshi Ketan Shrikant Rao, AAO and 4. Sri Bantu Sai Vineeth, Auditor	O/o Vice Chairperson, Visakhapatnam Metropolitan Region Development Authority (Audit Period: from last audit to till date)	18.11.2024 to 30.01.2025 (60 working days)
Transit to Vijayawada on 31.01.2025			

Closed Holidays on Sundays, 2nd Saturdays (on 14.12.2024 and on 11.01.2025), Christmas (25.12.2024) and on Makar Sankranti.

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 in TourProgramme 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.**

This issues with the approval of Sr.DAG/LGA Wing.

**P VIJAYALAKSHMI
SAO/LGA-COORDN**

To

1. Sri P Shivaji Varma, SAO/LGAP-02,
2. Sri C V Subba Reddy, AAO,
3. Sri Joshi Ketan Shrikant Rao, AAO,
4. Sri Bantu Sai Vineeth, Auditor and
5. SAO/Bills for information.

3th Floor, Stalin Central, M.G.Road, Governorpet, Vijayawada – 520 002
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