

**REVISED QUARTERLY TOUR PROGRAMME  
FOR THE 3<sup>rd</sup> QUARTER OF THE YEAR 2023-24: CRAP- 01**

Sri J.V.L. Rao, Sr. AO  
Sri Pankaj Lochan Pradhan, AAO  
Sri Basudev Naik, AAO

As approved, the following is the tour programme of CRAP-01 for the 3<sup>rd</sup> Qtr. of FY 2023-24:

SL NO	Name of the audit unit	Period	No of days	Duration	Holidays	Remarks
Transit from Bhubaneswar to Balasore on 02.10.2023						
1.	ITO, Ward 1, Balasore R&R	2022-23	14	03.10.2023 to 20.10.2023	Oct-7,8,14,15,	
Transit to Bhubaneswar on 21.10.2023 Audit Party will attach to Hdqrs from 22.10.2023 to 29.10.2023 on account of festival week of Mahanavmi & Dussehra. Transit to Bhubaneswar on 29.10.2023						
2.	ITO, Ward 1, Balasore R&R	2022-23	05	30.10.2023 to 03.11.2023	Nov-4&5	
3.	JCIT, ReAC(VU), Balasore,(C&C)	Since inception	05	06.11.2023 to 10.11.2023		
Transit to Bhubaneswar on 11.11.2023						
4.	ITO, Ward -2(1), Bhubaneswar,( R&R )	2022-23	10	13.11.2023- 24.11.2023	Nov-18&19	
Transit from Bhubaneswar to Berhampur on 28.11.2023(FN)						
4.	ITO(Exemption), Berhampur (R&R and C&C)	2022-23	09	28.11.2023 to 08.12.2023	Dec-02&03	
5.	ITO, Ward-1, Berhampur, (R&R )	2022-23	10	11.12.2023 to 22.12.2023	Dec-09,10,16&17	
Transit from Berhampur to Bhubaneswar on 23.12.2023						
Further programme follows.						

**Note:-Claim for TA and FTA of all field parties will be treated as per the circular No. CRA-OE/Establishment/2022-23/16 dated:25.11.2022.**

- N.B.: i) Party to conduct a desk review, make an audit plan of the unit and discuss with the Director before proceeding to field.  
ii) R.O. should take care to get the reply of old outstanding paras of previous year audit within three days of commencement of audit.*

**Director (CRA)**

**Memo No CRA-Cord/Tour Programme/2023-24/**

**Dated:**

Copy to:-

- 1 PA to Director/CRA
- 2 Sri J.V.L. Rao, Sr. AO
- 3 Sri Pankaj Lochan Pradhan, AAO
- 4 Sri Basudev Naik, AAO
- 5 Tour Diary Seat
- 6 AAO/BO/DT
- 7 Spare Copy

**Sr. Audit Officer/CRA-(C)**

**REVISED QUARTERLY TOUR PROGRAMME  
FOR THE 3<sup>rd</sup> QUARTER OF THE YEAR 2023-24: CRAP- 02**

Sri G. C. Tripathy, Sr.AO  
Shri Dipak Kumar, AAO  
Shri Pratish Kr Sahoo, AAO  
Shri Rohit Raj, Auditor

As approved, the following is the tour programme of CRAP-02 for the 3<sup>rd</sup> Qtr. of FY 2023-24:

SL NO	Name of the audit unit	Period	No of days	Duration	Holidays	Remarks
1.	DCIT/ACIT, Circle 2(1), Bhubaneswar(R&R) (1 <sup>st</sup> Spell)	2022-23	14	03.10.2023 to 20.10.2023	Oct-7,8,14&15	
Audit Party will attach to Hdqrs from 21.10.2023 to 29.10.2023 on account of festival week of Mahanavmi & Dussehra.						
	DCIT/ACIT, Circle 2(1), Bhubaneswar(R&R) (2 <sup>nd</sup> Spell)	2022-23	15	30.10.2023 to 17.11.2023	Nov- 4,5,11,12,18&19	
Audit party may attach to Hdqrs. from 18.11.2023 to 26.11.2023 Transit from Bhubaneswar to Sambalpur on 27.11.2023						
2.	ITO, Ward- 2(1), Sambalpur(R&R)	2022-23	14	28.11.2023 to 15.12.2023	Dec-2,3, 9,10	<b>Extended five working days from 11.12.2023 to 15.12.2023</b>
3.	ITO(TDS), Sambalpur(R&R)	2022-23	09	18.12.2023 to 22.12.2023	Dec-16,17	<b>Surrendered 04 working days from 26.12.2023 to 29.12.2023</b>
Transit from Sambalpur to Bhubaneswar on 23.12.2023						
Further programme follows.						

**Note:-Claim for TA and FTA of all field parties will be treated as per the circular No. CRA-OE/Establishment/2022-23/16 dated:25.11.2022.**

- N.B.:** i) Party to conduct a desk review, make an audit plan of the unit and discuss with the Director before proceeding to field.  
ii) R.O. should take care to get the reply of old outstanding paras of previous year audit within three days of commencement of audit.

**Director (CRA)**

**Memo No CRA-Cord/TourProgramme/2023-24/**

**Dated: 2023**

Copy to:-

- 1 PA to Director/CRA
- 2 Sri G. C. Tripathy, Sr.AO
- 3 Shri Dipak Kumar, AAO
- 4 Shri Pratish Kr Sahoo, AAO
- 5 Tour Diary Seat
- 6 AAO/BO/DT
- 7 Spare Copy

**Sr. Audit Officer/CRA-(C)**

**REVISED QUARTERLY TOUR PROGRAMME  
FOR THE 3<sup>rd</sup> QUARTER OF THE YEAR 2023-24: CRAP- 03**

Sri K K Mohanty, Sr. Audit Officer  
Sri Ranjit Mishra, AAO  
Sri Prashant ku. Mohanty, AAO

As approved, the following is the tour programme of CRAP-03 for the 3<sup>rd</sup> Qtr. of FY 2023-24:

SL NO	Name of the audit unit	Period	No of days	Duration	Holidays	Remarks
1.	DCIT/ACIT, Circle 1(1), Bhubaneswar, (R&R) (1 <sup>st</sup> Spell)	2022-23	14	03.10.2023 to 20.10.2023	Oct- 7,8,14&15	
Audit Party will attach to Hdqrs from 21.10.2023 to 29.10.2023 on account of festival week of Mahanavmi & Dussehra.						
	DCIT/ACIT, Circle 1(1), Bhubaneswar, (R&R) (2 <sup>nd</sup> Spell)	2022-23	29	30.10.2023 to 08.12.2023	Nov- 4,5,11,12,18,1 9,25,26&27 Dec-2&3	<b>14 working days extended</b>
Transit from Bhubaneswar to Jeypore on 10.12.2023						
2.	ITO, Jeypore Ward, Jeypore(R&R and C&C)	2022-23	14	11.12.2023 to 29.12.2023	Dec- 16,17,23,24,25	<b>04 working days extended</b>
Transit from Jeypore to Bhubaneswar on 30.12.2023						
Further programme follows.						

**Note:-Claim for TA and FTA of all field parties will be treated as per the circular No. CRA-OE/Establishment/2022-23/16 dated:25.11.2022.**

*N.B.: i) Party to conduct a desk review, make an audit plan of the unit and discuss with the Director before proceeding to field.*

*ii) R.O. should take care to get the reply of old outstanding paras of previous year audit within three days of commencement of audit.*

**Director (CRA)**

**Memo No CRA-Cord/Tour Programme/2023-24/**

**Dated: .2023**

Copy to:-

PA to Director/CRA

- 1 RO Sri K K Mohanty, SrAO
- 2 Sri Ranjit Mishra, AAO
- 3 Sri P K Mohanty, AAO
- 4 Tour Diary Seat
- 5 AAO/BO/DT
- 6 Spare Copy

**Sr. Audit Officer/CRA-(C)**

**REVISED QUARTERLY TOUR PROGRAMME  
FOR THE 3<sup>rd</sup> QUARTER OF THE YEAR 2023-24: CRAP- 04**

Sri P. M. Sinha, Sr. Audit Officer

Sri Sonu Kumar, AAO

Shri Sujeet Saurabh, AAO

As approved, the following is the tour programme of CRAP-04 for the 3<sup>rd</sup> Qtr. of FY 2022-23:

SL NO	Name of the audit unit	Period	No of days	Duration	Holidays	Remarks
Audit Party will attach to Hdqrs from 08.10.2023 to 11.11.2023 on account of the RO of the party was nominated for Training and festival week of Mahanavmi & Dussehra and to attend group meeting. Transit from Bhubaneswar to Sambalpur on 12.11.2023						
2.	DCIT/ACIT(Central), Sambalpur 2021-22 Sambalpur (R&R)	2022-23	34	13.11.2023 to 29.12.2023	Nov-18,19,25,26&27 Dec- 2,3,9,10,16,17,23,24&25	<b>04 working days extended</b>
Transit to Bhubaneswar on 30.12.2023						
Further programme follows.						

**Note:-Claim for TA and FTA of all field parties will be treated as per the circular No. CRA-OE/Establishment/2022-23/16 dated:25.11.2022.**

**N.B.:** i) Party to conduct a desk review, make an audit plan of the unit and discuss with the Director before proceeding to field.

iii) R.O. should take care to get the reply of old outstanding paras of previous year audit within three days of commencement of audit.

**Director (CRA)**

**Memo No CRA-Cord/Tour Programme/2023-24/**

**Dated: .2023**

Copy to:-

- 1 PA to Director/CRA
- 2 Sri P. M. Sinha, Sr. Audit Officer
- 3 Sri Sonu Kumar, AAO
- 4 Shri Sujeet Saurabh, AAO
- 5 Tour Diary Seat
- 6 AAO/BO/DT
- 7 Spare Copy

**Sr. Audit Officer/CRA-(C)**

**QUARTERLY TOUR PROGRAMME  
FOR THE 1st QUARTER OF THE YEAR 2023-24: CRAP- 05**

Sri P K Khato, Sr.AO  
Sri Sidheswar Sahoo, Sr.AO  
Sri S.P. Chaubey, AAO

As approved, the following is the tour programme of CRAP-05 for the 1st Qtr. of FY 2023-24:

SL NO	Name of the audit unit	Period	No of days	Duration	Holidays
1	ITO, Ward 1(1), Bhubaneswar	2022-23	19	10.04.2023-04.05.2023	Apr-15,16,22,23,29&30
02.	DCIT(TDS), Bhubaneswar	2022-23	10	08.05.2023-19.05.2023	May-05,06,07,13&14
03	ITO(TDS), 2, Bhubaneswar	2022-23	09	22.05.2023-01.06.2023	May-20,21,27,28
Transit to Cuttack on 05.06.2023(FN)					
04	ITO(Exemption), Cuttack	2022-23	10	05.06.2023-16.06.2023	June-02,03,04,10&11
Transit to Bhubaneswar on 16.06.2023(AN)					
Further programme follows.					

***N.B.:*** i) Party to conduct a desk review, make an audit plan of the unit and discuss with the Dy. Director before proceeding to field.  
ii) R.O. should take care to get the reply of old outstanding paras of previous year audit within three days of commencement of audit.

**Director (CRA)**

**Memo No CRA-Cord/Tour Programme/2023-24/**

**Dated:**

Copy to:-

- 1 PA to Dy. Director/CRA
- 2 Sri P.K.Khato, Sr.AO
- 3 Sri Sidheswar Sahoo,AAO
- 4 Sri S.P. Chaubey, AAO
- 5 Tour Diary Seat
- 6 AAO/BO/DT
- 7 Spare Copy

**Sr. Audit Officer/CRA-(C)**