



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

Date:18-11-2024

Revised Tour Programme

The tour programmes of the following field parties were revised as shown below:

FAP. No.	Name of the officials (Sri/Ms.)	Description/ Office	Approved Dates of Audit	Revised Dates of Visit	Remarks
FAP-01	Transit to Rajahmundry on 17.11.2024				
	1. Sri M. Ramana Murthy, SAO(C) 2. Sri Arpit Jain, AAO	O/o Registrar, Sri Adikavi Nannayya University, Rajahmundry	12.11.2024 to 16.11.2024 (5 Working Days)	18.11.2024 to 22.11.2024 (5 Working days)	Previous approved Tour Programme dated 08.11.2024
	Transit to Vijayawada on 23.11.2024				
Transit to Anantapur on 08.10.2024					
FAP-07	1. Sri S. Kesava Reddy, SAO 2. Sri Monu Yadav, AAO 3. Ms Umamah, AAO 4. Ms Avni Aggarwal, AAO	Government General Hospital, Anantapur	09.10.2024 to 11.11.2024 (25 Working Days)	09.10.2024 to 13.11.2024 (27 Working days)	Previous approved tour programme dated 18.09.2024
	NTD to Vijayawada on 14.11.2024				
LBAP-01	Transit to Visakhapatnam on 03.11.2024				
	1. Sri Markapuram Ramana, SAO(c) 2. Sri Mortha Arish, AAO 3. Sri Mukul Bansal, AAO(c) 4. Sri Kapil Khatri, AAO(c)*	Damodaram Sanjivayya National Law University (DSNLU), Sabbavaram	04.11.2024 to 16.11.2024 (12 Working Days)	04.10.2024 to 21.11.2024 (16 Working days)	Previous approved tour programme dated 07.11.2024
Transit to Vijayawada on 22.11.2024					

Closed Holidays in AP

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

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

* November 9th is working day for DSNLU, Visakhapatnam

Note: As per posting order No. 27 dated 05.11.2024, Sri Kapil Khatri, AAO(C) is attached to party LBAP-01 from 11.11.2024. The official was instructed to report on 11.11.2024FN by availing transit on 10.11.2024.

- **Team LBAP-01 officials were permitted to stay at Visakhapatnam.**

Instructions:

1. Audit Party is directed to comply with the instructions communicated vide Circular dated.23.08.2018.
2. Audit Parties are requested to collect Audit Universe & DDO Codes of the offices/units under each department and submit them to coordination section after completion of audit of each office.
3. Parties should collect PMVs, Press Clippings, Latest GOs and any other related information from the concerned Editing Sections.
4. Parties should collect and review the replies of old outstanding paras to avoid accumulation of arrears.
5. Any holiday in addition to the mentioned tour programme is to be adjusted within the allotted period. No extension will be granted in tourprogramme on ground of leave availed by the party members.
6. The Inspection report shall be finalized on the last day of the Audit and to be submitted to Headquarters for vetting within three days for offices situated at Headquarters and five days for other offices.
7. Audit team may use only official email for communication with the auditee unit. Use of OIOS is compulsory.
8. 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

2. SAO/IS Wing

3. SAO/Bills