



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

Date:04-12-2024

Revised Tour Programme

The field audit party FAP-06 headed by Sri M Srinivas-IV, SAO is entrusted with Compliance Audit of the following offices as shown below:

Names of the party members	Description/Office	Approved Dates of Visit	Revised Dates of Audit	Remarks
1.Sri M Srinivas-IV, SAO 2.Sri Sikendra Kumar, AAO	O/o Secretary, APREIS, Mangalagiri	14.11.2024 to 04.12.2024 (15 days) Spell-II	14.11.2024 to 06.12.2024 (17 days) Spell-II	Previous Approved Tour Program dated.13.11.2024
3.Sri Nandyala Chandrahas Reddy, AAO	O/o Secretary, APTWERIS, Vijayawada	05.12.2024 to 26.12.2024 (15 days)	09.12.2024 to 30.12.2024 (15 days)	

Closed Holidays in AP

In November =>16, 17, 23, 24, 30.

In December =>1, 7, 8, 14, 15, 21, 22, 25, 28, 29.

***As per approved revised tour programme dated.22.11.2024, team FAP-06 is instructed to submit detailed tour program after the completion of the audit of O/o Secretary, APREIS, Mangalagiri.**

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
SAO/Bills

2. SAO/IS Wing

3.