



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

Date:16-08-2024

**Tour Programme – 14**

The following field audit parties are entrusted with Compliance Audit for the Offices given below :

S.No	Audit Party No	Name of the party members (Sri)	Description/Office	Dates of Visit	No of Working days
1	FAP-05	1. I.L.N. Swamulu, SAO 2. Ankit Kumar Meena, AAO 3. B Lakshma Reddy, Supr	Commissioner and DFO of APVVP, Vijayawada*	22.08.2024 to 05.09.2024	10 Working Days
2	FAP-06	1. M Srinivas-IV, SAO 2. Sikendra Kumar, AAO 3. Gopal Krishna Yadav, AAO	NTD to Guntur on 20.08.2024		
			Andhra Pradesh Residential Educational Institutions Society (APREIS), Guntur*	20.08.2024 to 10.09.2024	15 Working Days
			NTD to Vijayawada on 10.09.2024		
3	FAP-22	1. V Nagaraju, SAO 2. D Satish Kumar, AAO 3. Abhishek Anand, AAO(C) 4. Abhinay Kumar, AAO(C)	Transit to Kakinada on 20.08.2024		
			Jawaharlal Nehru Technological University, Kakinada	21.08.2024 to 27.09.2024	30 Working Days
			Transit to Vijayawada on 28.09.2024		

**Closed Holidays in AP**

In August=&gt; 24\*, 25, 26,31\*

In September =&gt; 1,7\*,8, 14, 15, 16, 22.

**\* Saturday Holidays for HOD offices****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