

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

No. AG (Audit)/AP/AMG-I/Coordn./Programming/2021-22/

Date: 06-09-2021

Revised Tour Programme

The field audit party SSAP-18 headed by Sri **K.Jagdish Kumar, SAO (C)**, is entrusted with the following audit assignment in respect of **MA &UD Department**: -

Party No. and Members (S/Sri)	Name of Auditee Unit	Dates of Audit	Last Audit
SSAP-18 Sri K.Jagdish Kumar, SAO (C) Sri Ashok Kumar Singh, AAO Sri Yarra Himagiri, AAO (C) [on EL till 03.09.2021. He shall report at Ananthapuramu on 08.09.2021 by availing transit on 07.09.2021)	Transit to Ananthapuramu on 05-09-2021		
	O/o the Chairperson, Ananthapuramu-Hindupur Urban Development Authority (AHUDA) (financial audit and compliance audit of annual accounts for the Years 2017-18 to 2020-21)	06.09.21 to 30.09.21 (20 working days)	First audit
	<i>The audit party shall submit the detailed tour programme for audit of annual accounts of AHUDA after assessing the quantum of work within 3 days of commencement of audit</i>		
	Transit to Vijayawada on 01-10-2021		

Closed holidays in AP

In September => 4, 5, 10, 11, 12, 19, 26

In October => 2, 3, 9, 10, 13, 15, 17, 20, 24, 31

Instructions:

- 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.
- Audit Party is directed to comply with the instructions communicated vide Circular dated 23.08.2018.
- Parties should collect PMVs, Press clippings, latest GOs and any other related information from the concerned Editing sections.
- Parties should collect and review the replies of old outstanding paras to avoid accumulation of arrears.
- Any Holiday in addition to mentioned in Tour Programme is to be adjusted within allotted period. No extension will be granted in tour programme on ground of leave availed by the party members.
- The inspection report shall be finalised 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.
- Audit team may use only official email for communication with the auditee unit. **Use of OIOS is compulsory.**

This is issued with the approval of DAG/AMG-I.

P. Bhanushanker
 Senior Audit Officer
 AMG-I/Coordination
 6/9/2021

To
 The Individuals