

Revised Tour programme of AMG – I (AP-5) for 3rd Quarter of 2022-23

Manned by: - S/Shri

1.Patitapaban Biswal, Sr. AO(Coml)

2.Akshya Kumar Mohanty, AAO

3.Rupesh Kumar Choudhary, AAO (Coml)

Sl. No.	Name, address & contact no. of the auditee.	Audit Type	Period of audit	No. of days.	Holidays.
Transit to Berhampur on 09.10.2022(Holiday)					
1.	Asst. Director of Textile, Ganjam, Berhampur At-Industrial Estate, Ankuli, Po- Lanlipalli, Berhampur, Dist- Ganjam, Pin-760008 adt.bam@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	10.10.2022 to 13.10.2022	04	
Transit to Bhubaneswar on 13.10.2022(AN)					
2.	Paradip Plastic Park Ltd.	<ul style="list-style-type: none"> Financial Audit for the period 2021-22 	14.10.2022 to 20.10.2022	06	Oct-16
Report to Headquarter to attend Group Meeting on 21.10.2022. Attend hdqtr on 25.10.2022 due to state govt. holiday declared and transit to Berhampur on 25.10.2022(AN)					
3.	Asst. Director of Textile, Ganjam, Berhampur At-Industrial Estate, Ankuli, Po- Lanlipalli, Berhampur, Dist- Ganjam, Pin-760008 adt.bam@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	26.10.2022 to 31.10.2022	05	Oct-30
Transit to Bhubaneswar on 01.11.2022					
	Asst. Director of Textile, Khurda Asst. Director of Textiles, Khurda At/Po.-Palla Haat Dist.-Khurda	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	02.11.2022 to 11.11.2022	08	Nov-06,08,12,13
Transit to Boudh on 13.11.2022(Holiday)					
3.	Asst. Director of Textile, Boudh At/Po/Dist-Boudh, PIN-762014 adtboudh@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2019-20 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	14.11.2022 to 23.11.2022	09	Nov-20
Transit to Patnagarh on 24.11.2022					
4.	Asst. Director of Textile, Patnagarh At-Badapada, Po- Patnagarh, Dist- Balangir, PIN-767025 adt.balangir@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2014-15 to 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	25.11.2022 to 07.12.2022	10	Dec-26,27,04
Transit to Bargarh on 08.12.2022(FN)					
5.	Deputy Director of Textiles, Bargarh At/PO- Bargarh District- Bargarh,768028 ddtbargarh@gmail.com	<ul style="list-style-type: none"> Compliance Audit for the financial year 2021-22 and other activities, schemes & policies etc. Scrutiny of press clipping/complaint cases (if any). 	08.12.2022 to 17.12.2022	08	Dec-10,11
Further programme follows.					

Mandatory Instructions to Field Parties

1. RO may submit a list of cases under the period of audit by the end of 2nd day and the selection made from above for audit and send to the Group email and man-days may be reviewed accordingly for surrender or extension.
2. **Revision of Tour Programme:** Prior Telephonic Permission are to be obtained in advance from Group Officer for any suggestion /request for extension/surrender of working days in a Programme followed by written request with detailed justification.
3. **Paragraphs:** All the quoted Act/Rule/Orders/Notification etc. mentioned in preamble and facts & figures of paragraphs are to be supported by relevant and legible key documents (KDs).
4. **Wanting KDs:** Any wanting KD(s) shall be collected by the contributor of Paragraph at his own expense and own time by availing CL/EL at the instruction of vetting/Report section.
5. **Annexure (s):** All the facts and figures of an annexure should be in Excel Sheet with appropriate formulae as per the prescribed format of vetting section/Appendix of Audit Report and only the conclusion drafted into paragraph as per style guide.
6. **Submission of DIR :** Soft copy of the DIR containing Annexure(s) are to be invariably submitted along with hard copy and again sent to official E-mail of BO/AMG-I(Vetting) and AMG-I(Hqr) **ID-audit2amg1@gmail.com** within seven days of Completion of audit.
7. **Leave:** Prior intimation to Group Officer is mandatory before leaving the camp at audit location followed by email/fax for availing any kind of leave.
8. Adherence to the **guidance note** issued by Headquarter vide No. **226-09-PPG/2017 dated 23/08/2017** and new **auditing standard** issued by C&AG should be strictly followed.
9. Any material/extraction report/exception report relevant should be collected from the **Data Analytic Cell** (if available) before proceeding to the field unit.
10. **Man days may be surrendered**, if assessment records/volume of work is less in the year of audit. The parties may proceed to next item with intimation to AMG-I(Hq.)
11. Parties should collect the **soft copies of previous IRs** of respective subject from AMG-I Vetting cell before proceeding to Field unit.
12. Parties should **obtain KD in complete form and replies/compliance of the Preliminary Objection Memos** issued from the auditee unit so that the paras can be processed/developed smoothly. Further clarification/documents sought for at the time of vetting may be complied immediately.
13. Any **interesting or new points/paras** noticed may be promptly intimated to all parties/AMG-I vetting cell for circulation among the other concerned field parties for raising similar objection in all the units of the Department audited.
14. **Desk review** should be submitted to AMG-I (Hqrs) mail along with a copy to Group Officer's mail/Concerned Vetting Section's mail.
15. **Non-Compliance:** Any non-compliance to above instructions may be viewed seriously and reflected in APAR and action deemed fit may be initiated against the Contributor/Reviewing Officer.

Sd/-

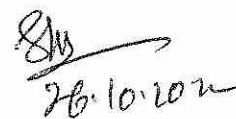
Sr. Deputy Accountant General (AMG-I)

Memo No. AMG-I(Hqrs.)-12/TP/AP_05/2022-23/625

Date: 26.10.2022

Copy forwarded to:-

1. Secretary to A.G. (Audit - II)
2. PA to D.A.G. (AMG - I)
3. Sr. A.O, AMG -I (Vetting)/BO, EDP Cell
4. AMG - I(Hqrs.) – T.D. Seat/Spare Copy


26.10.2022

Sr. Audit Officer/AMG-I(Hqrs.)