

**Revised Tour programme of AMG – I (AP-07) for 3<sup>rd</sup> Quarter of 2021-22**

**Manned by: -S/Shri**

1. Nihar Ranjan Sahoo, Sr. AO-Coml
2. Ajay Kumar Sahoo, AAO
3. Satish Kumar, AAO

<b>Sl. No.</b>	<b>Name, address &amp; contact no. of the auditee.</b>	<b>Audit_Type</b>	<b>Period of audit</b>	<b>No. of days.</b>	<b>Holidays.</b>
1.	<b>Industrial Development Corporation of Odisha Limited (IDCOL), Bhubaneswar</b> IDCOL House, Bhubaneswar <a href="mailto:idc.odisha@gov.in">idc.odisha@gov.in</a> 0674-2530818	Compliance Audit for the year 2020-21 and other activities, schemes & policies etc.	21.10.2021 to 22.10.2021	02	Oct-23,24,31
Party grounded from 23 <sup>rd</sup> to 31 <sup>st</sup> October 2021 due to AAO found COVID Positive and AAO-II is directly contacted with AAO-I and Sr AO of the party is on leave, Desk Review on 01.11.2021					
2	<b>Paradep Plastic Park Limited, Bhubaneswar, IDCO Towers, Janpath, Bhubaneswar</b>	<b>Financial Audit for the year 2018-19 to 2020-21 and other activities &amp; policies</b>	02.11.2021 to 11.11.2021	08	Nov-4,7,13,14
Submission of report on 12.11.20[21]					
3	<b>Issue letter to PSUs for collection of Information on Chapter-I and II for Inclusion in SFAR 2020-21</b>		15.11.2021 to 16.11.2021	02	--
Transit to Jajpur Road on 17.11.2021(FN)					
4.	<b>IDCOL Ferro Chrome &amp; Alloys Limited (IFCAL) Jajpur Road, Jajpur-Keonjhar Road, Jajpur-755020</b> <a href="mailto:ifcal@nic.in">ifcal@nic.in</a>	Feasibility report for attempting PA/TA/ Long DP on continuation / existence of the loss making entity with compliance audit for 2020-21.	17.11.2021 to 06.12.2021	15	Nov-19,21,27,28 Dec-5
Transit to Headquarter on 06.12.2021 (AN), Report to Hdqtr on 07.12.2021(FN)					
5	<b>Industrial Development Corporation of Odisha Limited (IDCOL), Bhubaneswar</b> IDCOL House, Bhubaneswar <a href="mailto:idc.odisha@gov.in">idc.odisha@gov.in</a> 0674-2530818	Remaining part of Compliance Audit for the year 2020-21.	08.12.2021 to 23.12.2021	13	Dec-11,12,19
Transit to Baripada 24-12-2021(FN)					
6	<b>Asst. Director of Sericulture, Baripada</b> Station Bazar, Labuor Colony, Baripada, Odisha 757001 06792-253155	Compliance Audit on accounts for the year 2014-15 to 2020-21 and other activities, schemes & policies etc.	24.12.2021 to 01.01.2022	07	Dec-19,25,26
7	<b>Asst Director of Textile, Baripada</b> Station Bazar, Labuor Colony, Baripada, Odisha- 757001 Baripada 06792-252482	Compliance Audit from 2018-19 to 2020-21 and other activities, schemes & policies etc.	03.01.2022 to 11.01.2022	07	Jan-02,08,09
Transit to Sundargarh 12-01-2022					
8.	<b>Astt. Director, Sericulture, Sundargarh</b> Maheshdihi Sundargarh-770001 06622-272336	Compliance Audit from 2015-16 to 2020-21 and other activities, schemes & policies etc.	13-01-2022 to 21-01-2022	07	Jan-14,16

**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 2<sup>nd</sup> day and the selection made from above for audit and send to the *SrAO/AMG-I (Hqrs) Govt. email* and man-days may be reviewed accordingly for surrender or extension 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 BO/AMG-I(Hqr)** 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** for improving the quality of Inspection Report 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 and 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 the Sr. AO, 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.
16. If the auditee organisation refuses to conduct audit, the audit party should ensure that such refusal should be routed through the concerned administrative department.
17. Both Audit Party and auditee organisation should follow all the **COVID-19 guidelines** issued from time to time by Govt. of Odisha/Govt. of India.

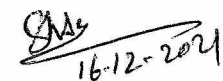
  
Deputy Accountant General (AMG-I)

Date: 16.12.2021

Memo No. AMG-I (Hqrs.)-14/Tour- Prog./2021-22/509

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)
4. BO, EDP Cell
5. AMG -I(Hqrs.) – T.D. Seat/Spare Copy

  
16-12-2021  
Sr. Audit Officer/AMG-I(Hqrs.)