REVISED TOUR PROGRAMME OF PARTY-IV AND INSPECTING OFFICER OF AMG-I FOR THE 3rd QUARTER OF 2025-26

Sri **Sitansu Kumar Mohanty**, SAO (C)
Sri **Vivek Kumar** , AAO (C)
Sri **Dev Neekhra**, AAO(P)

Period of inspection	No. of working days	Name of the Audit unit	Sundays/ Holidays
06.10.2025 to 22.10.2025	12	SR.GM Upper Kolab Hydro Electrical Project, Barniput, Koraput	Oct- 05,07,11,12,19,21
Transit back to Bhubaneswar on 23.10.2025 and Report to Headquarters for submission of report on 24.10.2025(FN).			
Transit to Mukhiguda on 26.10.2025(holiday)			
27.10.2025 to 07.11.2025	10	GM (EI), Upper Indrabati Hydro Electric Project, Mukhiguda	Nov-02,05,08,09
All audit party members are relieved to attend examination on Public Procurement scheduled to be held on 10.11.2025 with availing usual transit vide letter No. AMG-I (Hqrs)/106/Dept. Exam/2025-26/629, dated: 06.11.2025.			
Transit to Mukhiguda on 11.11.2025			
12.11.2025 to 13.11.2025	2	Remaining part of GM (EI), Upper Indrabati Hydro Electric Project, Mukhiguda	
Transit to Balimela on 14.11.2025			
15.11.2025 to 27.11.2025	10	SR.GM (EI) (I/C), Balimela Hydro Electrical Project, Balimela	Nov- 16,22,23
Transit back to Bhubaneswar on 28.11.2025			
29.11.2025 to 23.12.2025	20	OHPC Corporate Office, Bhubaneswar	Nov- 30 Dec- 07,13,14,21
Further programme follows…			

As per **OOC No. - 408** dated-18.11.2025, Sri **Dev Neekhra, AAO** has been permitted for appearing in **Odia examination** on 19.11.2025. Accordingly, he will be eligible for transit on 18.11.2025 to Bhubaneswar and Transit on 20.11.2025 for returning to Balimela.

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- **mallikrn.odi.sca@cag.gov.in** 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. Adherences 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.

16. **Non-Production of records:** - All records which are not provided should be part of the Draft Report. Non-production of records is also to be included as a Para in Exit Meeting with the Head of the Organisation/entity.

Sd/-

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

No: AMG-I (HQ)/11/TP/AP-04/2025-26/ 707

Date: 25.11.2025

Copy forwarded to: -

1. Secretary to A.G. (Audit - II)
2. PA to D.A.G. (AMG -I)
3. BO/AMG-I/Vetting (PSU)/Accounts Cell
4. BO/EDP Cell / RO Audit Party
5. T.D. Seat. –2 copies

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