

**Revised Tour programme of AMG – I (AP-6) for 4<sup>th</sup> Quarter of 2021-22**

**Manned by:- S/Shri**

1. Subhasis Sahu, Sr.AO (Coml.)
2. Aditya Ranjan Samal, AAO (Coml.)
3. Satan Kumar Sahoo, AAO

Sl. No.	Name, address & contact No. of the auditee.	Audit_Type	Period of audit	No. of days.	Holidays
1.	<b>ODISHA MINING CORPORATION (HO), Bhubaneswar &amp; its Camp Offices.</b> Head Office: Post Box No-34, Bhubaneswar-751001 md@odishamining.in 0674-2377400 & 2377401	Compliance audit for the year 2020-21 and other activities, schemes & policies etc.	28.12.2021 to 15.01.2022	15	Jan 2022-02,08,09,14,16
	<b>The compliance Audit has been postponed from 17<sup>th</sup> to 31<sup>st</sup> January 2022 due to spread of Covid-19(Omicron)</b>				
	<b>ODISHA MINING CORPORATION (HO), Bhubaneswar &amp; its Camp Offices.</b> Head Office: Post Box No-34, Bhubaneswar-751001 md@odishamining.in 0674-2377400 & 2377401	1.Remaining part of compliance audit for the year 2020-21 and other activities, schemes & policies etc. 2. RTI Complaint cases related to "conduct of CAG audit by special team in respect of allocation of huge fund to private hospital like KIMS, Bhubaneswar for management of Covid Hospital in four districts by Govt of Odisha in collaboration with OMC Ltd"	01.02.2022 to 13.02.2022	17	Feb-05,06,12,13,20,26,27
	<b>The Regional Office (OMC) J K Road</b> Head Office: Post Box No-34, Bhubaneswar-751001 md@odishamining.in 0674-2377400 & 2377401	1. Checking of royalty paid by OMC on sales of different ores at Kaliapani mines. 2. Checking of royalty paid by OMC on sales of different ores at Surangi mines.	14.02.2022 to 16.02.2022		
	<b>Transit back to Bhubaneswar on 16.02.2022(AN) &amp; Report to Hdqtr(Pr.AG) on 17.02.2022(FN)</b>				
<b>The CMD, OMC Bhubaneswar</b> Head Office: Post Box No-34, Bhubaneswar-751001	Scrutiny of payments related to Covid expenditures and finalisation of DIR.	18.02.2022 to 28.02.2022			
<b>Report to Hdqtr for Submission of Report on 01.03.2022(FN). Transit to Sambalpur on 01.03.2022(AN)(Holiday)</b>					
2	<b>Deputy Director of Mines, Sambalpur</b> Kacheri Road, Near Jama Masjid complex, Sambalpur, PIN-768001 Ph-0663-2410470 Mail-ddm.sambalpur@orissaminerals.gov.in	Compliance Audit for the year 2020-21 and other activities, schemes & policies etc with collection of information on NRA	02.03.2022 to 15.03.2022	10	Mar-05,06,12,13
<b>Transit to Rourkela on 15.03.2022(AN)</b>					
3	<b>Deputy Director of Mines, Rourkela</b> At/PO- Udit Nagar, Rourkela, PIN-769016 Dist- Sundargarh Ph-0661-2500166 Email-ddm.rourkela@orissaminerals.gov.in	<ul style="list-style-type: none"> <li>• Compliance Audit for the year 2019-20 to 2020-21 and other activities, schemes &amp; policies etc.</li> <li>• Scrutiny of complain cases with collection of information on NRA</li> </ul>	16.03.2022 to 29.03.2022	09	Mar-18,19,20,26,27

**Transit to Bhubaneswar on 30.03.2022**

**Report to Hqrs On 31-03-2022(FN)**

**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 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.
16. RO/Party members should ensure that the auditee organisation follows all the **COVID-19 guidelines** issued from time to time by Govt. of Odisha/Govt. of India.

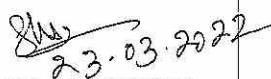
Sd/-  
Deputy Accountant General (AMG-I)

Date: 23.03.2022

Memo No. AMG-I(Hqrs.)-13/TP/AP\_06/2021-22/ 219

Copy forwarded to: -

1. Secretary to Pr. 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

  
Sr. Audit Officer/AMG-I(HQ)