

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT) PUNJAB

OFFICE ORDER

Office order No. OE-II/TA/01

Dated: 15.04.2025

Reference is invited to this office order No. OE-II/TA/2024-25/01 dated 24.09.2024 regarding attending Headquarters or apply for leave in case where auditee units are closed either on Friday or Monday or any other weekday.

As per directions of the competent authority following guidelines are being issued for compliance.

1. Field audit parties which are in auditee units at distance of more than 150 Km from Headquarters office are now exempted from attending Headquarters office if a holiday falls on a weekday in the state of Punjab. Field audit parties auditing in the auditee units which are at distance of less than 150 Km from Headquarters office shall either attend Headquarters office or apply for leave.
2. In case a holiday falls on a weekday which is common for Central Government & State Government, field audit parties auditing in the auditee units which are at distance of more than 150 Km from Headquarters office will stay at place of duty and field audit parties auditing in the auditee units which are at a distance of less than 150 Km from Headquarters office will return to their residence or apply for station leave.
3. It is also clarified that in case a holiday falls on Monday or Friday in the state of Punjab and Headquarters office is open then all the field parties shall either attend Headquarters office or apply for leave.

This issues with the approval of Pr. Accountant General.

sd/-

Deputy Accountant General (Admn.)

No. OE-II/TA/Instructions/2025-26/11-15

Dated:- 15 .04.2025

Copy of the above is forwarded to the following for information and necessary action:

1. Secretary to Pr. A.G.
2. All Group Officers.
3. Sr. A.O. (HQ) AMG-I,II,III,IV & V with the request to bring the above office order to the notice of all the staff members.
4. Sr. A.O. (Admn. I, II, III, RTI, Legal Cell, FINAT, FAW, EMS, OE-I&II, Report I, II &III, CCC, Welfare, ITA , EDP, IT Audit, PAC , Digitization Cell, Punjabi Cell, RAO, Patiala)
5. Sr. A.O. (EDP) with the request to upload the office order on office website.

12/04/25

Sr. Audit Officer (OE-II)

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT) PUNJAB

OFFICE ORDER

Office order No. OE-II/TA/2024-25/ 01

Dated: 24.09.2024

Reference is invited to this Office Order No Admn-I/A/2022-23/111 dated 24.08.2022 and subsequent office order No. OE-II/TA/3 dated 27.10.2022 vide which it was instructed that field parties will return to Headquarters on every weekend or last working day of the week by taking transit after office hours. Except weekend any absence from camp should have prior approval of Group Officer.

It has however been observed that in case where the Auditee units are closed either on Friday or Monday or any other weekday, the field parties are neither reporting to HO i.e AG Office nor auditee units. This has been viewed very seriously by the competent Authority. It is therefore directed that henceforth in such situation field parties shall either attend H.O or apply for leave to their respective GOs.

This issues with the approval of Principal Accountant General.

Sd/-

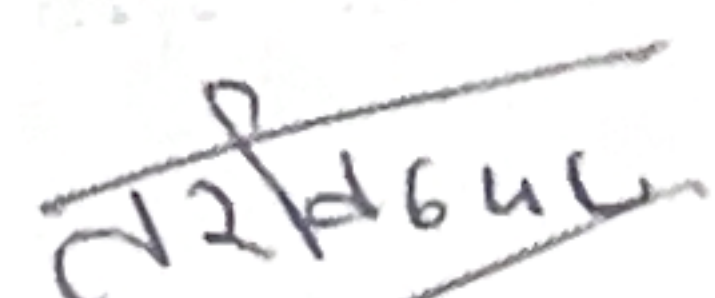
Sr. Deputy Accountant General (Admn)

No. OE-II/TA/Instructions/2024-25/122-127

Dated: 24.09.2024

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1. Secretary to Pr. A.G.
2. All Group Officers.
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4. Sr. A.O. (Admn. I, II, III, RTI, Legal Cell, FINAT, FAW, EMS, OE-I&II, Report I, II & III, CCC, Welfare, ITA, EDP, IT Audit, PAC, Digitization Cell, Punjabi Cell)
5. Sr. A.O. (RAO, Patiala)
6. Sr. A.O. (EDP) with the request to upload the office order on office website.


Sr. Audit Officer (OE-II)