



महानिदेशक, लेखापरीक्षा का कार्यालय, केंद्रीय, कोलकाता  
OFFICE OF THE DIRECTOR GENERAL OF AUDIT, CENTRAL, KOLKATA  
जि. आई. प्रेस. बिल्डिंग, 8, किरण शंकर राय रोड, कोलकाता - 700 001  
G. I. P. BUILDING, 8, KIRAN SHANKAR ROY ROAD, KOLKATA - 700 001

Circular No. Admn/C/GJC/366

Dated: 28 December 2017

(For all circulation through e-mail & Notice Boards)

**Golden Jubilee Celebrations of Office of the Director General of Audit, Central, Kolkata**

It was notified vide Circular (Admn. Series) No. 219 dated 06 December 2017 that this Office will be organizing Golden Jubilee Celebrations on 01 January 2018 to commemorate completion of 50 years of its formation. The function will be held at the Vivekananda Hall, the Ramakrishna Mission Institute of Culture, Gol Park, Kolkata. Ms. K. Ganga, Deputy Comptroller & Auditor General (CRA) will be the Chief Guest on the occasion. The details of the programme are enclosed.

It is a matter of extreme pride and honour for all the officers and staff members of this Office that they will be witnessing and be part of the historic Golden Jubilee celebrations. Hence, it is incumbent upon all the staff members that they contribute their best possible effort towards making the event a grand success and conduct themselves in the manner befitting to the solemnity of the occasion. Accordingly, the following instructions are issued in this regard:

- (i) Officials are requested to please note that there is limited parking space available at the venue. So those who wish to take their own vehicles, would be required to find parking space of their own.
- (ii) The entry to the venue for the staff members will be from Gate No. 5 of the Ramakrishna Mission Institute of Culture.
- (iii) The entry to the venue, auditorium, dining hall etc. and exit therefrom should be in an orderly manner. As the function will start at 10.00 a.m., the Officers and staff members of the Office should reach the venue latest by 09.30 a.m. and take their seats in the auditorium.
- (iv) The staff members should be formally dressed.
- (v) As the functions are being held on a working day, the Office will remain open for extended hours on 01 January 2018 i.e. up to 07.30 p.m. to transact the normal business of the day. Accordingly, the staff members should report to the Office after the functions are over.
- (vi) The Group Officers, through their subordinate Supervisory Officers, would keep a track of attendance of the staff members of their respective Wings. Information relating to attendance position for those whose DNI falls due on 1 January, 2018, may be forwarded to Admn. and Entt. Section (as the case may be) within the 1<sup>st</sup> week of January, 2018.

**This issues with the approval of Director General of Audit.**

*[Handwritten Signature]*  
28/12/2017

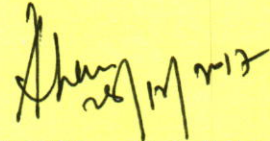
**Senior Audit Officer (Administration)**

No. Admn./C/GJC/354-365

Dated: 28 December 2017

**Copies to the:**

- (i) Director (RADT II)
- (ii) Director (RADT I)
- (iii) Director (RAIDT)
- (iv) Director (Branch Office, ANI)
- (v) Director (Branch Office, GHY)
- (vi) Deputy Director (Admn.)
- (vii) Deputy Director (Inspection)
- (viii) Welfare Officer
- (ix) Secretary to the Director General of Audit
- (x) Deputy Director (Admn)'s Secretariat
- (xi) All Staff Associations
- (xii) Office Order File, Admn. Section



**Senior Audit Officer (Administration)**