

INDIA TRADE PROMOTION ORGNAISATION
(Finance & Accounts)
Internal Audit Cell

August 25, 2017

CIRCULAR

With the approval of Competent Authority, M/s Chandra Wadhwa & Co. has been appointed as Internal Auditor of ITPO for a period of two years w.e.f. 1st July, 2017. They have been allotted Room no. 252, at IInd floor, Annexe Building.

For smooth functioning of the Internal Audit work, all HOD's and Section Incharge are requested to arrange to provide records/files to the Internal Auditors for checking/verification directly to them on their requisition on priority basis. It is also requested that a nodal officer may be nominated from their respective section so that Internal Audit related queries can be coordinated with him.

All are requested to co-operate for smooth functioning of the Internal Audit.


(R.K.Thakur)
DGM (Fin.)

To

1. All HODs
2. All DGMs
3. All SMs

Copy for information:
FA & CAO