



OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS,  
GUWAHATIUDAYAN VIHAR, NARANGI, GUWAHATI-781 171  
Tel. 0361-2640394/2641142 FAX 0361-2640204/2640810/2641143.



No. O&amp;M/Trg/140/RTC/XV

Date: - 16/04/2019

To,

The Sr. Accounts Officer  
Regional Training Centre, EM Block  
Sector-V, Salt Lake  
Kolkata-700091.

**Sub:** Induction Course for Newly Recruited Auditors & Clerks (1<sup>st</sup> batch) to be held from 22/04/2019 to 03/05/2019 at RTC Kolkata.

**Ref:** This Office Letter of even No. dated 11/04/2019.

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With reference to this office letter cited under reference, it is stated that Smt Rosica Kharbudon, Ty.Aud/8347618 of PAO (ORs) 58 GTC Shillong is nominated in place of Smt Anima Sonowal, Ty. Clk/8339839 as a trainee to participate in the above mentioned training course.

Further it is intimated that Smt Anima Sonowal, Ty. Clk/8339839 is exempted from the above course as she already had attended similler Inhouse training programme held at MO CDA Guwahati and due to her exemption from the course, the following changes in respect of nomination of the above mentioned trainees have been made by the competent authority.

Subject & Date of Training	Name of Trainee	
	<u>FOR</u>	<u>READ</u>
Induction Course for Newly Recruited Auditors & Clerks to be held from 22/04/2019 to 03/05/2019.	Smt Anima Sonowal, Ty. Clk/8339839, AN-IA Section, MO Guwahati	Smt Rosica Kharbudon, Ty.Aud/8347618, PAO (ORs) 58 GTC Shillong

(S. Paul)  
Accounts Officer (O&M)

**Copy to: -**

1. The Officer in Charge  
AN-I/C Sec (Local)
2. The Officer in Charge  
AN-II (Gp-II) Sec (Local)

} For information w.r.t. letter of even No. dated 11/04/2019.

3. Smt Rosica Kharbudon, Ty.Aud/8347618  
PAO (ORs) 58 GTC, Shillong  
Happy Valley,  
Shillong:-793007

} For compliance please.  
You are directed to report to RTC Kolkata before 0915 hrs on 22/04/2019. Further you are directed to maintain formal dress code and sistachar rules during the training course. It is also informed that no leave will be granted during the course of training except under special circumstances.  
TA/DA as per extant rules is authorized.

4. Smt Anima Sonowal,  
Ty. Clk/8339839,  
PAO (ORs) 58 GTC, Shillong  
Happy Valley,  
Shillong:-793007

} Your nomination as a trainee for the training on "Induction Course for Newly Recruited Auditors & Clerks" to be held at RTC Kolkata w.e.f. 22/04/2019 to 03/05/2019 is hereby cancelled.

5. The Officer in Charge  
PAO (ORs) 58 GTC Shillong  
Happy Valley,  
Shillong:-793007

} For information please. It is also requested to relieve the official accordingly with a direction to report to RTC Kolkata for subject training course on the schedule dates.  
TA/DA as per extant rules is authorized.

6. The officer in Charge EDP Sec. (Local)

: With request to upload the same on the CDA Guwahati website.



(S. Paul)  
Accounts Officer (O&M)