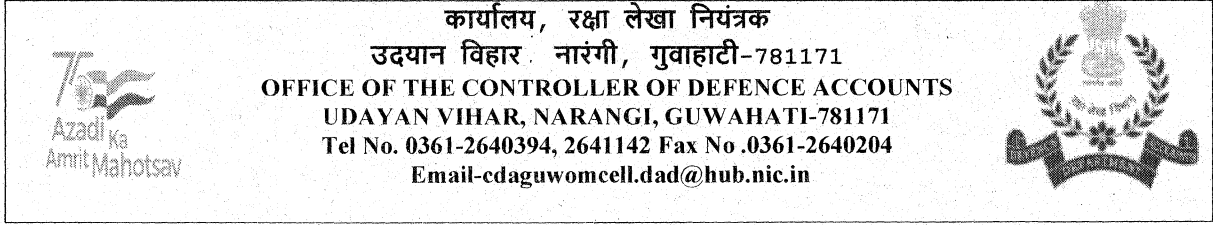


(Through Official Website/E-mail)



No. O&M/TRG/203/In House/Vol-XVIII

Dated: 30/11/2021

To

The Officer-in-Charge
(As per Column no. E of Annexure 'A')

Subject: Nomination of participants for Offline In-house training on Basics of Government Accounts & Budget and Accounting Handbook for Regional Controllers.

The list of officials from MO CDA Guwahati as per Annexure A are nominated by the Competent Authority for participation in the Offline Training to be conducted at **Community Hall** by O&M Cell on 7th December & 8th December as per Module enclosed.

It is therefore requested that the participants may be directed to attend the said training session positively.

CDA has seen.

Enclosure: As above.

(Abhijit Chakraborty)
Sr. Accounts Officer (O&M)

Copy to:

- (i) **The Officer-in-Charge (AN- IV Section)** : It is requested to arrange seating arrangement at community hall and provide tea and sancks and other logistics support.
- (ii) **The Officer-in-Charge (IT & SW)** : For uploading in the official website of CDA Guwahati and providing IT support.
- (iii) **The Officer-in-Charge (AN-1A, AN-1B)** : For information please.

sd-

(Abhijit Chakraborty)
Sr. Accounts Officer (O&M)

MODULE

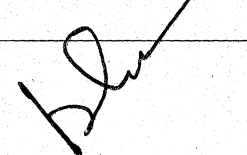
Course: Training on Basics of Government Accounts & Budget and Accounting Handbook for Regional Controllers, Payment and Accounting Cycle and Preparation of Punching Medium.

Training Schedule: There will be 2 sessions in all as under:-

Session I: 11.00 hrs to 12.00 hrs
Session II: 12.00 hrs to 13.00 hrs

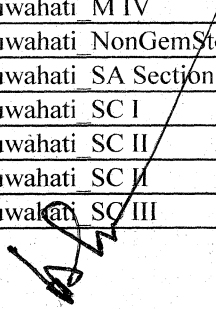
Venue: Community Hall, MO CDA Guwahati.

Date	Session	Subject	Faculty
07/12/2021	1 st Sesstion	Basics of Government Accounts & Budget	Shri Sandeep Kumar Yadav, IDAS, DCDA
	2 nd Sesstion	Payment and Accounting Cycle	Shri Abhijit Chakraborty, SAO
08/12/2021	1 st Sesstion	Accounting Handbook for Regional Controllers	Shri Sandeep Kumar Yadav, IDAS, DCDA
	2 nd Sesstion	OMRO/DMRO Adjustment	Shri Abhijit Chakraborty, SAO


(Abhijit Chakraborty)
Sr. Accounts Officer (O&M)

AAOs in MO CDA Guwahati

A	B	C	D	E
Sl No	Employee Name	Designation	A/c No.	Present Office/Section
1	VIKASH KUMAR SINGH	AAO	8341200	CDA Guwahati AN II GP II
2	S N TRIPATHI	AAO	8338020	CDA Guwahati AN III
3	LALAN KUMAR	AAO	8342963	CDA Guwahati AN IV
4	ABODH KUMAR	AAO	8334606	CDA Guwahati GeM Cell
5	UTTAM PODDAR	AAO	8326074	CDA Guwahati IFA Cell
6	SUMIT KUMAR MANDAL	Adr	8348633	CDA Guwahati Accounts
7	NITESH KUMAR SINGH	Adr	8348731	CDA Guwahati Accounts
8	B C DAS	Clk	8331659	CDA Guwahati Accounts
9	SUMAN DASGUPTA	Adr	8348832	CDA Guwahati AN II GP II
10	PRADIP BISWAS	SrAdr	8328877	CDA Guwahati AN III
11	SWASTIKA ROY	Adr	8348723	CDA Guwahati AN III
12	JYOTIRMOY SARMA	Adr	8348722	CDA Guwahati AN III
13	N K DAS	SrAdr	8331744	CDA Guwahati AN IV
14	SOURAV MANNA	Adr	8348727	CDA Guwahati AN IV
15	D K SARKAR	Adr	8337509	CDA Guwahati E I
16	S RAJASHREE	SrAdr	8334090	CDA Guwahati E II
17	RUNKUR PEGU	SrAdr	8344490	CDA Guwahati E IIIA
18	RAJEEV KUMAR	Adr	8342482	CDA Guwahati E IIIA
19	MANOJ KUMAR	Adr	8342517	CDA Guwahati E IIIA
20	CHANDRA DEY	SrAdr	8331604	CDA Guwahati E IIIB
21	RAJESH KUMAR	Adr	8348614	CDA Guwahati E IIIB
22	NIRMAL KUMAR	SrAdr	8339770	CDA Guwahati GeM Cell
23	SANJEEV KUMAR	SrAdr	8339986	CDA Guwahati GeM Cell
24	PAWAN KUMAR SINGH	Adr	8348813	CDA Guwahati IFA Cell
25	S K PRAMANIK	SrAdr	8335246	CDA Guwahati M I
26	ROHIT KUMAR SINGH	Adr	8348748	CDA Guwahati M I
27	ANIMA SONOWAL	Clk	8339839	CDA Guwahati M II
28	DHIRAJ KUMAR	Clk	8348904	CDA Guwahati M II
29	B C MANDAL	SrAdr	8339348	CDA Guwahati M III
30	AMARENDRA PANDEY	Adr	8348730	CDA Guwahati M IV
31	NIRAJ KUMAR SINHA	SrAdr	8320157	CDA Guwahati NonGemStore
32	JEETENDRA K JAISWAL	Adr	8348749	CDA Guwahati SA Section
33	MAYUR KUMAR	Adr	8348750	CDA Guwahati SC I
34	J BHATTACHARJEE	SrAdr	8346830	CDA Guwahati SC II
35	NILOY PURKAIT	Adr	8339403	CDA Guwahati SC II
36	SHARVAN KUMAR	SrAdr	8339223	CDA Guwahati SC III


 (Abhijit Chakraborty)
 Sr. Accounts Officer (O&M)