



कार्यालय, रक्षा लेखा नियंत्रक
उदयान विहार, नारंगी, गुवाहाटी-781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
UDAYAN VIHAR, NARANGI, GUWAHATI-781171
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No. O&M/Trg/140/RTC/XVIII

Dated: 09/03/2021

To,

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

**Subject: Online Training programme on “Interpersonal Skill” to be conducted by RTC
 Kolkata on 18/03/2021 and 19/03/2021.**

**Reference: RTC Kolkata letter No.RTC/33/course-22/ Interpersonal Skill /Gen/2020-21 dated
 /02/2021.**

With reference to RTC Kolkata letter cited above, the following Officers posted under CDA Guwahati Organization have been nominated by the competent authority to participate in the subject training course which is to be conducted online by RTC Kolkata on 18/03/2021 and 19/03/2021 utilizing “CISCO WEBEX”.

SI No.	Name	Mobile No.	Office/Email Id
1.	Shri Ranjan Kumar SAO/8331634	8417837146	LAO (A) Guwahati ranjankumar02393@gmail.com
2.	Shri Debashish Kr. Roy AO/8334148	9883011198	MO CDA Guwahati debashiskumarroy.dad@hub.nic.in
3.	Shri Abhijit Dey AAO/8339787	9475415115	IA Sec, MO CDA Guwahati abhijit.dey9@rediffmail.com
4.	Shri Amit Kr. Pandey AAO/8320303	8638248676	AAO BSO Narangi amitkumarpandey9211@gmail.com
5.	Shri Vikash Kr. Singh AAO/8341200	6000366659	AN-II GP-II Sec, MO CDA Guwahati vikashglittle@gmail.com
6.	Shri Vinod Kr. Yadav AAO/8341976	8896180797	ALAO 313 ASC Coy (Sup) vinodkryadav569@gmail.com
7.	Shri Uttam Poddar AAO/8326074	8637021182	IFA Sec, MO CDA Guwahati satyadity@gmail.com
8.	Shri Lalan Kumar AAO/8342963	7021184980	R Sec, MO CDA Guwahati kumarlalan61@gmail.com

sd/ —
 (Moloy Ghosh)

Sr. Accounts Officer (O&M)

Copy to: -

1. The Officer-in-Charge
AN-I/A & AN-I/B Sec (Local)

For information and necessary action w.r.t. the above please.

2. **The Officer-in-Charge**

- i) LAO (A) Guwahati
- ii) AN-II GP-II Sec (Local)
- iii) IA Sec, MO CDA Guwahati
- iv) AAO BSO Narangi
- v) ALAO 313 ASC Coy (Sup)
- vi) IFA Sec (Local)
- vii) R Sec, (Local)

For information please.

3. **Nominated Participants:-**

- i) Shri Ranjan Kumar, SAO/8331634
- ii) Shri Debashish Kr. Roy, AO/8334148
- iii) Shri Abhijit Dey, AAO/8339787
- iv) Shri Amit Kr. Pandey, AAO/8320303
- v) Shri Vikash Kr. Singh, AAO/8341200
- vi) Shri Vinod Kr. Yadav, AAO/8341976
- vii) Shri Uttam Poddar, AAO/8326074
- viii) Shri Lalan Kumar, AAO/8342963

For compliance please. Participants are requested to join the online training session at the conference hall of MO CDA Guwahati **on 18/03/2021 and 19/03/2021 by 9:30 am**. Further, the nominated officers are also requested to download "**CISCO WEBEX Meeting App**". A link for registration, feedback and to join the training sessions will be sent by RTC at your mail before commencement of the training session.

4. The Officer-in-Charge
AN-IV Sec (Local)

For necessary seating arrangement in the Conference Hall and also provide Tea and Snacks to the participants.

5. The Officer-in-Charge
'R' Sec (Local)

Please provide Note Pad & Ball pen to the participants for Eight (08).

✓ 6. The Officer-in-Charge
IT & SW (Local)

With a request to upload on the website of CDA Guwahati please.


(Moloy Ghosh)

Sr. Accounts Officer (O&M)