

कार्यालय, रक्षा लेखा नियंत्रक  
उदयान विहार, नारंगी, गुवाहाटी-781171  
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS  
UDAYAN VIHAR, NARANGI, GUWAHATI-781171  
Tel No. 0361-2640394, 2641142 Fax No .0361-2640204 Email – cda-  
guw@nic.in



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

Dated: 06/08/2021

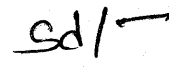
**MOST IMPORTANT CIRCULAR NO.- 56**  
(Through CDA Guwahati website)

**Subject:- Online Training cum Workshop on GST on 10<sup>th</sup> August, 2021.**

\*\*\*\*\*

It is intimated that the competent authority has decided to conduct One day Training cum Workshop on GST utilizing “Google Meet App” as per course module **Annexure-A on 10<sup>th</sup> August, 2021**. The Officers-In-Charge and related task holders of Sub-Offices and MO CDA Guwahati are requested to join the ibid workshop on scheduled date and time.

A link to join the training cum workshop will be intimated before commencement of the workshop.

  
(Sandeep Kr. Yadav) IDAS  
Dy. Controller

**Copy to: -**

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

For information please.

2. Faculty Members


For information. You are requested to prepare hand outs /lecture notes and PPT on the subject assigned. The assigned course module is attached as per **Annexure-A**.

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

For necessary seating arrangement in the Training hall on **10<sup>th</sup> August, 2021** and also to provide Tea and Snacks to the faculty members during Tea Break.

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

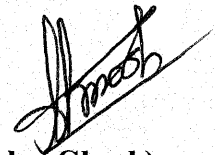
With a request to upload on the Website of CDA Guwahati please.

  
(Moloy Ghosh)  
Sr. Accounts Officer (O&M)

**ANNEXURE-A**

**COURSE TITLE:- Online workshop on GST on 10<sup>th</sup> August, 2021 from  
11AM onwards.**

<b>Date</b>	<b>Subject</b>	<b>Faculty</b>
<b>10/08/2021 Tuesday</b>	<b>Workshop/ Training on GST covering following issues:</b>	<b>Shri Sandeep Kr. Yadav IDAS, Dy. CDA</b>
	(i) GST Accounting of Pre Audit Bills and reflection in Punching Medium.	
	(ii) GST Accounting of Post Audit Bills and reflection in Punching Medium.	<b>Shri Moly Ghosh, SAO</b>
	(iii) GST Accounting of Works Bills and reflection in Punching Medium.	
	(iv) TDS on GST and reflection in Punching Medium.	<b>Shri M H Laskar, SAO</b>
	(v) Preparation of punching medium in case of procurement from GST registered vendors, unregistered vendors and vendors in composite scheme.	
	(vi) Concept of RCM, TDS, TCS	<b>Shri Abhijit Chakraborty, SAO</b>
(vii) Responsibilities of DDOs and PAOs in GST era.		



**(Moly Ghosh)  
Sr. Accounts Officer (O&M)**