

IMPORTANT CIRCULAR 24



Speed Post/TTB

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No. O&M/Trg/CGDA/ISTM/Vol-VI

Dated: 23/05/2017

Subject: - Training Programme on Workshop on MS-Excel for Officers and Staffs to be conducted by ISTM New Delhi from 13th to 15th September, 2017.

ISTM New Delhi vide their e-mail bearing No.A-33079/03/2017-ISTM dated 12th May, 2017 has intimated that a three (3) days workshop on the above subject for Officers and Staffs will be conducted on 13th to 15th September, 2017 at ISTM, New Delhi. Interested officers and staffs are requested to fill online nomination form at www.istm.gov.in at the earliest and forward a print out of the online nomination form to this section for onward transmission to ISTM, New Delhi duly sponsored by the sponsoring authority.

It may be noted that the nominations are subject to acceptance by ISTM New Delhi and only such candidates whose nominations are accepted by ISTM New Delhi would be allowed to join the course.

It is therefore, reiterated that nominees should be relieved only after acceptance of their nomination by ISTM New Delhi

The accepted nomination letter will be uploaded in ISTM Website www.istm.gov.in one month prior to starting of the course.

It is requested to visit ISTM Website from time to time to ascertain the acceptance of one's nomination by ISTM for the subject course.

For further details ISTM Website www.istm.gov.in may be consulted.

-Sd-

(J K DAS, IDAS)
DCDA & Officiating CDA

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1. All GOs
2. All SAOs/AOs of M.O.
3. The Officer-in-Charge
c) AN-IA Sec (Local)
d) AN-II GP-II Sec (Local)
4. The Officer-in-Charge
EDP Cell
5. For Notice Board

} For information

} For information & further action, please.

- For Uploading on CDA Guwahati Website.

(MOLOY GHOSH)
Sr. Accounts Officer (O&M)