

IMPORTANT CIRCULAR NO.65



रक्षा लेखा नियंत्रक कार्यालय , गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी -781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS,
GUWAHATI UDAYAN VIHAR, NARANGI, GUWAHATI-781 171



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No. O&M/Trg/203/In House/Vol-XIII

Dated: 11/12/2017

Sub: Training on Project Tulip & E-Ticketing on 08/01/2018.

As per In house Training Calendar for the year 2017-18, it has been decided by the Competent Authority to conduct one day Training Course on the above subject in the Training Hall, M.O. CDA Guwahati as per Annexure-A on 08/01/2018. The faculty members and the participants of MO Guwahati & Sub-Offices as mentioned in Annexure- 'A' & 'B' enclosed are directed to attend the above mentioned training course without fail.

TA/DA as per extant rules is authorized.

-Sd/-

(K. Lalbiakhhunga, IDAS)

ACDA

Copy to: -

1. The Officer- in- Charge

For information with request to detail the nominated officials to attend the above training course on **08/01/2018** in MO CDA Guwahati.

2. Faculty Members

For information. You are requested to prepare hand outs /lecture notes on the subject assigned and may please be sent to this section well in advance to distribute the same amongst the trainees. The assigned course module is attached as per Annexure-A.

3. The Officer in Charge
AN-I/A Sec. (Local)

4. The Officer in Charge
AN-II (Gp-II) (Local)

} For information please.

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

For necessary seating arrangement and provide Note pad & Ball pen to the participants for **Twenty (26-approx)** in the Training hall on **08/01/2018** and also provide **Tea and Snacks** to the participants and faculty members during Tea Break.

6. The Officer in Charge EDP Sec (Local)

For Uploading on CDA Guwahati Website.

(B. GHOSH)

Sr. Accounts Officer (O&M)

Annexure 'A'

COURSE TITLE:- Training on Project Tulip & E-Ticketing.

DATE: 08/01/2018.

TRAINING SCHEDULE:- There will be 4 sessions every day each for 75 minutes as under:-

Session I - : 10.15 hrs to 11.30 hrs, Session II - : 11.45 hrs to 13.00 hrs

Session III - : 14.30 hrs to 15.45 hrs, Session IV - : 16.00 hrs to 17.15 hrs

Tea Break: 11.30 hrs to 11.45 hrs & 15.45 hrs to 16.00 hrs.

VENUE: - Training Hall MO CDA Guwahati.

PARTICIPANTS FOR TRAINING COURSE: AAO to Auditors

Date	Session	Subject	Faculty
08/01/2018	1 st Session	Introduction to Project Tulip, Advantage of Tulip over existing office Automation Programmes. Hardware and Software requirements at Server & User terminals. Types of system Generated reports, inbuilt rejection memo. Modules available in Tulip.	Shri S S DevRoy, SAO
	2 nd Session	Basic Training on DOS commands its uses with that of Terminal. Understanding of Tables and its importance and the relation tree. Fedora installation in server, Jboss, PgAdmin, JAVA installation in server, importing of legacy data nodule wise.	Shri Animesh Dhar, SA
	3 rd Session	Training on taking daily Backup of Database. Training on Restoration on Backup in case of failure or system crash. Preparation of Pay Bill and Generation of reports and return.	Shri S S DevRoy, SAO
	4 th Session	Training on E-Ticketing.	Shri Animesh Dhar, SA


Sr. Accounts Officer (O&M)

Annexure-'B'

List of Trainees for one day Training Course on "Project Tulip & E-Ticketing " on 8th Jan 2018.

Sl. No.	Name & Designation	A/C No.	Section/ Sub-Office where serving
1	Md Sabir Alam, AAO	8320326	AN-V Sec, MO
2	Shri Manoj Kumar, AAO	8320293	O & M Cell, MO
3	Shri Kamalesh Majhi, AAO	8337065	'R' Sec, MO
4	Shri Nilotpal Roy Majumdar, AAO	8335099	'T' Sec, MO
5	Shri Sanjit Kumar, AAO	8320287	A/Cs Sec, MO
6	Smt Pinki Kumari, AAO	8340746	A/Cs Sec, MO
7	Shri S B Deuri, AAO	8331726	E-I Sec, MO
8	Shri Krishna Kant Sinha, AAO	8334739	LAO 222 ABOD
9	Shri Ravindra Kumar, AAO	8334752	SC-V Sec, MO
10	Shri Gulam Abedin, AAO	8326069	AN-II Sec, MO
11	Shri Gupteswar Prasad, SA	8320300	E-I Sec, MO
12	Shri Sanjeet Kumar, SA	8320302	AN-II GP-I Sec, MO
13	Shri Mritunjay Kumar, SA	8320192	AN-II GP-II Sec, MO
14	Shri Sanjeev Kumar, SA	8339467	AN-III Sec, MO
15	Shri Dhiraj Kumar, SA	8340082	AN-III Sec, MO
16	Shri Kuntal Tapaswi, SA	8320357	SC-IV Sec, MO
17	Shri S S Tigga, SA	8320282	SC-I Sec, MO
18	Shri R Muchahary, SA	8338779	SC-V Sec, MO
19	Shri M Hussain, SA	8320339	SC-III Sec, MO
20	Shri Mritunjay Kumar, SA	8345599	E-III B Sec, MO
21	Shri Rajesh Kumar, SA	8320263	E-III C Sec, MO
22	Shri Binod Kumar, SA	8320275	M-IV Sec, MO
23	Shri Kumar Sonu, SA	8341182	M-III Sec, MO
24	Shri Pramod Kumar Bibhuti, SA	8320333	'R' Sec, MO
25	Shri Umesh Kumar, SA	8320222	'T' Sec, MO
26	Smt J L Kaman	8334122	SC-II Sec, MO

Sr. Accounts Officer (O&M)