



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/XVII

Dated: 03/09/2020

To,

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


Subject: Online Training programme on “Conduct Rules & Disciplinary Proceedings” for SAO-Clerks: to be conducted by RTC, Kolkata w.e.f. 08/09/2020 to 10/09/2020.

Reference: RTC Kolkata letter No.RTC/33/Course-07/ Conduct Rules / GEN/20-21 dated 28/08/2020.

With reference to RTC Kolkata letter cited under reference, the following Officers/Staff posted under CDA Guwahati Organization have been nominated to participate in the subject training course which is to be conducted by RTC, Kolkata w.e.f. 08/09/2020 to 10/09/2020 utilizing “Google Meet App”.

Sl No.	Name	Mobile No.	Office/Email Id
1.	Sh. Shantonu Singha, AAO/8334103	834036477	MO CDA Guwahati shantanusingha.dad@hub.nic.in
2.	Shri Arup Mondal, AAO/8347417	8240543768	Area Accounts Office, Shillong arupmondal.dad@hub.nic.in
3.	Shri S B Prasad, AAO/8320377	8826578225	PAO(ORs) ARC, Shillong sbprasad.dad@hub.nic.in
4.	Shri Chinmoy Chatterjee, AAO/8346833	9402025686	PAO(ORs) 58 GTC, Shillong cchatterjee.dad@hub.nic.in
5.	Shri Nitish Kr. Sinha, SA/8340780	9018123997	MO CDA Guwahati neetishsinha.dad@hub.nic.in

Further, it is also requested that links to join the meeting for the participants of Guwahati and Shillong area may be sent to MO CDA Guwahati & PAO(ORs) 58 GTC, Shillong respectively please.


 (S. Paul)
 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 AN-IV Sec (Local) For necessary seating arrangement and to provide Note pad & Ball pen to the participants in the Conference Hall and also to provide Tea and Snacks for the participants of CDA Guwahati.

3. The Officer-in-Charge
i) Area Accounts Office, Shillong
ii) PAO(ORs) ARC, Shillong
iii) PAO(ORs) 58 GTC, Shillong For information please. **PAO(ORs) 58 GTC, Shillong** is also requested to arrange necessary seating arrangement and provide technical support in the training hall of **PAO(ORs) 58 GTC, Shillong** for three participants one each from AAO, Shillong, PAO(ORs) ARC, Shillong and PAO(ORs) 58 GTC, Shillong from **08/09/2020 to 10/09/2020**.

3. Participants:-
i) Shri Shantonu Singha, AAO/8334103
ii) Shri Arup Mondal, AAO/8347417
iii) Shri S B Prasad, AAO/8320377
iv) Shri Chinmoy Chatterjee, AAO 8346833
v) Shri Nitish Kr. Sinha, SA/8340780 For compliance please. Participants from Guwahati are to join the session at the conference hall of **CDA Guwahati** and for Shillong area the training Hall of **PAO(ORs) 58 GTC, Shillong** by 10:00 am.

4. The Officer in Charge
IT & SW. With a request to upload on the website of CDA Guwahati and provide technical support during the meeting please on **08/09/2020 to 10/09/2020** at conference hall.



(S. Paul)
Accounts Officer (O&M)