

## IMPORTANT CIRCULAR NO.03



## 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/140/RTC/XIV

Dated: 09/02/2018

Sub:- Training for Auditors on Promotion Zone.

It is informed by the RTC Kolkata that one special training course is going to conduct in the 2<sup>nd</sup> week of March on the subject training course for auditors on promotion zone. As such it is requested to furnish the names of the auditors who are on promotion zone and have not participated in the training course on "Training for Auditors on Promotion Zone" at RTC Kolkata till date. It may be mentioned that those Ty-Auditors who have not completed their probation period may not be needed to send

their names for this training.

The name of Auditors who are fulfilling the above criteria may please be forwarded to this office as soon as possible through return Fax/e-Mail to enable this office to transmit the same to RTC Kolkata in due time.

-Sd-(B.GHOSH) Sr. Accounts Officer (O&M)

## Copy to: -

1. All Sections of M.O./ Sub Offices

For information & further action, please.

2. The Officer-in-Charge

For information w.r.t. above and similar action please.

3. The Officer-in-Charge EDP Cell (Local)

For Uploading on CDA Guwahati Website.

(B.CHOSH)

Sr Accounts Officer (O&M)