



INDIAN AUDIT & ACCOUNTS DEPARTMENT
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
JAMMU & KASHMIR
SRINAGAR-190001



No PAG /A&E/Admn-1/2020-21 106-A

November 19, 2020

Circular

The Pr Accountant General is pleased to nominate following Officers to take session(s) during the mandatory training to be conducted for candidates eligible for promotion to the post of Asstt Supervisor w.e.f. November 23, 2020 to December 09, 2020. The training is scheduled to be held in virtual/online mode. Course contents and syllabus of the said training as approved by the Headquarters, is attached for ready reference as an Annexure-I.

Staff on deputation from this office to various filed office will also attend the aforesaid training. After the successful completion of training, a centralised examination shall also be conducted by the Headquarter on December 19,2020 between 10.00 am to 01.00 pm.

S.No.	Name of Faculty (Ms/Mr)	Topic	Date	Session
1	Amarjit Singh, Sr. AO	Introduction of Basic structure of Government Accounts	23.11.20	I & II
2	Ashok Koul, AAO	Budget Review		III & IV
3	Rajesh Gupta, Sr. AO	<ul style="list-style-type: none"> • VLC system • Master data capture 	24.11.20	I & II
4	Veena Sharma, Sr. AO	Hands on/ Demo of VLC application		III & IV
5	Veena Sharma, Sr. AO	VLC System - Modules		I & II
6	Khurshid Ahmad Sheikh, Sr. AO	Hands on/ Demo of VLC application	25.11.20	III & IV
7	Khurshid Ahmad Sheikh, Sr. AO	Maintenance of Provident Fund through IT application	26.11.20	I & II
8	Pankaj Saini, AAO	Hands on Demo of GPF application		III & IV
9	Dr Ajeet Kumar, DAG (Pension)	Pension processing IT application	27.11.20	I & II
10	Raja jee Saproo, Sr. AO	Hands on/ Demo of Pension application		III & IV
11	N. A. Peerzada, Sr. AO	Gazetted Government Servants Entitlement	01.12.20	I, II & III
12	Rakesh Katyal, Sr. AO	Grievance redressal etc. and Compliance with statutes / rules		IV
13	Dhian Singh, Sr. AO	PFMS	02.12.20	I & II
14	Amarjit Singh, Sr. AO	BEMS		III & IV
15	Rakesh Koul, AAO	Calculation of Income Tax of Staff		I & II
16	S. G. Borikar, AAO	Calculation of Income Tax of Staff	03.12.20	III & IV
17	Ranjeet Singh, DAG (Admn)	Recruitment Procedures in IA&AD	04.12.20	I & II
18	Lateef Jan Handoo, Sr. AO	Recruitment Procedures in IA&AD		III & IV
19	Amarjit Singh, Sr. AO	RTI Act – Overview of the Act and its provisions		I & II
20	Rakesh Katyal, Sr. AO	<ul style="list-style-type: none"> • RTI Act information • How to process the applications in various stages 	07.12.20	III & IV
21	Surinder Sharma, Sr. AO	Legal work		I & II
22	Raja Jee Saproo, Sr. AO	Legal Work	08.12.20	III & IV
23	Veena Sharma, Sr. AO	Procurement through GeM		I & II
24	Kuldeep, AAO	Procurement through GeM	09.12.20	III & IV

(Authority: Pr.AGs approval on page 2/N of file No. PAG /A&E/Admn-1/2020-21 dated November 18, 2020)

Deputy Accountant General (Administration)

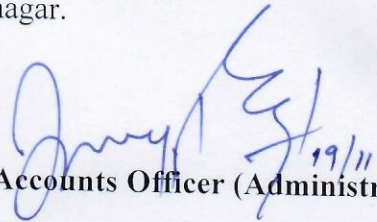
[Handwritten Signature]
19/11/2020

No.Admn-I/S-4/Trg./2020-21/ 1597-1607

Dated: **November 19, 2020**

Copy for information & necessary action to:

1. Secretary to Principal Accountant General (A&E), J&K.
2. Deputy Accountant General (Accounts).
3. Deputy Accountant General (Pension).
4. _____ (Faculty) with the request to provide Course material/PPT presentation relating to the topic assigned as far as possible in advance @ ujavarnabib.jnk.ae@cag.gov.in .
5. Sr. Accounts Officer (Admn), O/o the Pr. AG (A&E), J&K, Jammu.
6. Sr. Accounts Officer (Pension-Coordination), Local
7. Sr. Accounts Officer (TM-Coordination), Local
8. Sr. Accounts Officer (DC-Coordination), Local
9. Sr. Accounts Officer (PRC-Coordination), Local
10. Principal Accountant General (A&E) Secretariat, Srinagar.
11. Hindi Cell.


Sr. Accounts Officer (Administration)

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Faculty nomination for training course for Asstt. Supervisor promotion

Online Training Schedule 23.11.2020 to 9.12.2020
(Holiday : 30.11.2020)

S.No.	Name & Designation(Sh. / Smt.)	Date& Session
✓1	Amarjit Singh , Sr. AO	23.11.20 Session - I & II
2	Ashok Koul , AAO	23.11.20 Session- III & IV
✓3	Rajesh Gupta, Sr. AO	24.11.20 Session- I & II
4	Veena Sharma, Sr. AO	24.11.20 Session - III & IV
5	Veena Sharma, Sr. AO	25.11.20 Session- I & II
✓6	Khurshid Ahmad Sheikh, Sr. AO	25.11.20 Session- III & IV
7	Khurshid Ahmad Sheikh, Sr. AO	26.11.20 Session- I & II
✓8	Pankaj Saini, AAO	26.11.20 Session- III & IV
9	Ravinder Raina , Sr. AO	27.11.20 Session- I & II
✓10	Raja jee Sapru, Sr. AO	27.11.20 Session- III & IV
✓11	N. A. Peerzada, Sr. AO	1.12.20 Session- I, II & III
12	Rakesh Katyal, Sr. AO	1.12.20 Session- IV
13	Dhiyan Singh, Sr. AO	2.12.20 Session- I & II
14	Amarjit Singh , Sr. AO	2.12.20 Session- III & IV
15	Rakesh Koul, AAO	3.12.20 Session- I & II
16	S. G. Borikar, AAO	3.12.20 Session- III & IV
✓17	DAG, Admn	4.12.20 Session- I & II
✓18	Lateef Jan Handoo, Sr. AO	4.12.20 Session- III & IV
19	Amarjit Singh , Sr. AO	7.12.20 Session- I & II
20	Rakesh Katyal, Sr. AO	7.12.20 Session- III & IV
21	Surinder Sharma, Sr. AO	8.12.20 Session- I & II
22	Raja jee Sapru, Sr. AO	8.12.20 Session- III & IV
23	Veena Sharma, Sr. AO	9.12.20 Session- I & II
24	Kuldeep, AAO	9.12.20 Session- III & IV

↑ Saturday.
Sundays

18/12
S.A.O.