



**OFFICE OF THE ACCOUNTANT GENERAL  
(A&E), PUNJAB, SECTOR-17 E,  
CHANDIGARH - 160017**

**No. Admn III/AS Training/2020-21/100  
Dated: 17.11.2020**

**OFFICE ORDER**

Two weeks Mandatory Training to the eligible Sr. Accountants (list attached) for promotion to the post of Assistant Supervisor will be imparted online from 20.11.2020 to 08.12.2020 as per schedule intimated by O/o the Pr. AG (A&E) Haryana, Chandigarh office order No. Admn I/199 dated 13.11.2020 (copy enclosed).

All the eligible officials who are not willing to participate in the training are to send their **unwillingness for the same by 18.11.2020 before 01.00 PM** positively to this section. It is informed that as per HQrs Circular No. 52-Staff Wing/2020 issued vide letter No. 649-Staff (Appt.)/210-2020 dated 10.11.2020, officials who are unwilling/not having undergone training will not be eligible to be considered for promotion to the cadres for further financial upgradation under MACPs.

Further participants are to log in SAI Training application [pdrtcb.gov.in](http://pdrtcb.gov.in) for registration and feedback. Login ID will be in the domain [xxxxxxxx.pjb.ae@cag.gov.in](mailto:xxxxxxxx.pjb.ae@cag.gov.in) and password will be the registered mobile number to login in the above mentioned training application. Link for the training of MS Teams application will be sent to your registered email ID and Whatsapp Number.

**Sd/-  
Dy. Accountant General (Admn)**

**Endst. No.: Admn III/AS/Trg./2020-21/952-61**

**Dated: 17.11.2020**

1. All Candidates (as per list)
2. Concerned Sections
3. Admn-I
4. UT (Admn)
5. Training Cell

6. All faculty members (from day 7 to 12) with request to impart training as per schedule.
7. IT Support Cell (for uploading through database)
8. Sr. Accounts Officer (Admn/Trg), O/o the AG (Audit) Punjab, Chandigarh for intimating Smt. Prem Lata, Sr. Acctt (on deputation) and further necessary action.
9. Office order file
10. Notice Board

 17/11/2020  
Sr. Accounts Officer (Admn III)

कार्यालय प्रधान महालेखाकार (लेखा एवं हक) हरियाणा, चण्डीगढ़।  
OFFICE OF THE Pr. ACCOUNTANT GENERAL (A&E) HARYANA, CHANDIGARH

**OFFICE ORDER**

No. : Admn. 1/199

Dated: 13-11-2020

Two Week Mandatory training to eligible officials for promotion to the post of Asstt. Supervisor will be imparted online as per the following schedule: -

Date	Session	Topic	Timings	Faculty Sh/Smt/Ms
20/11/2020 (Friday) Day 1	I	Introduction of Basic Structures of Govt Accounts	08.45 AM - 10.00 AM	Sh. Hans Raj, Sr. AO
	II	-do-	01.30 PM - 02.45 PM	
	III & IV	Budget Review	04.45 PM - 06.00 PM	Sh. Ashwinder Kumar, AAO
21/11/2020 (Saturday) Day 2	I	VLC system	10:00AM to 11:15AM	Sh. Deepak Raj, AAO
	II	Master Data Capture	11:30AM to 12:45 PM	
	III	Hands on/Demo of VLC application	2:15PM to 3:30 PM	Sh. Bhim Singh, AAO
	IV	-do-	3:45 PM to 5:00 PM	
22/11/2020 (Sunday) Day 3	I	VLC system	10:00AM to 11:15AM	Sh. Deepesh Kumar, AAO
	II	Master Data Capture	11:30AM to 12:45 PM	
	III	Hands on/Demo of VLC application	2:15PM to 3:30 PM	Sh. Deepesh Kumar, AAO
	IV	-do-	3:45 PM to 5:00 PM	
23/11/2020 (Monday) Day 4	I	Maintenance of Provident Fund through IT application	08.45 AM - 10.00 AM	Sh. Mandeep Kadian, AAO
	II	-do-	01.30 PM - 02.45 PM	
	III & IV	Hands on/Demo of GPF application	04.45 PM - 06.00 PM	Sh. Mandeep Kadian, AAO
28/11/2020 (Saturday) Day 5	I	Pension processing IT application	10:00AM to 11:15AM	Sh. Arun Kapoor, AAO
	II	-do-	11:30AM to 12:45 PM	
	III	Hands on/Demo of Pension application	2:15PM to 3:30 PM	Sh. Ravi Kant Meena, AAO
	IV	-do-	3:45 PM to 5:00 PM	
29/11/2020 (Sunday) Day 6	I	Gazetted Government Servants Entitlement	10:00AM to 11:15AM	Sh. Prem Shankar, AAO
	II	-do-	11:30AM to 12:45 PM	



	III	-do-	2:15PM to 3:30 PM	
	IV	Grievance redressal etc and Compliance with statutes/rules	3:45 PM to 5:00 PM	Sh. Prakash Chandra. AAO
30/11/2020 (Holiday) Day 7	I	PFMs	10:00AM to 11:15AM	Sh. Akash Bhushan. AAO
	II	-do-	11:30AM to 12:45 PM	Sh. Bharat Singh Bhandari. AAO
	III	BEMS	2:15PM to 3:30 PM	
	IV	-do-	3:45 PM to 5:00 PM	
04/12/2020 (Friday) Day 8	I	Calculation of Income Tax of Staff	08.45 AM - 10.00 AM	Sh. Mukesh Kumar Sehrawat. AAO
	II	-do-	01.30 PM - 02.45 PM	
	III & IV	-do-	04.45 PM - 06.00 PM	
05/12/2020 (Saturday) Day 9	I	Recruitment Procedures in IA&AD	10:00AM to 11:15AM	Sh. Jatinder Pal Malik. Sr. AO
	II	-do-	11:30AM to 12:45 PM	
	III	-do-	2:15PM to 3:30 PM	
	IV	-do-	3:45 PM to 5:00 PM	
06/12/2020 (Sunday) Day 10	I	RTI Act – Overview of the act and its provisions	10:00AM to 11:15AM	Sh. Rakesh Kumar, AAO
	II	-do-	11:30AM to 12:45 PM	
	III	RTI Act information – How to process the applications in various stages	2:15PM to 3:30 PM	-do-
	IV	-do-	3:45 PM to 5:00 PM	
07/12/2020 (Monday) Day 11	I	Legal Work	08.45 AM - 10.00 AM	Sh. Ajmer Singh. AAO
	II	-do-	01.30 PM - 02.45 PM	
	III & IV	-do-	04.45 PM - 06.00 PM	
08/12/2020 (Tuesday) Day 12	I	Procurement through GeM	08.45 AM - 10.00 AM	Sh. Manajay Kumar Upadhyay. AAO
	II	-do-	01.30 PM - 02.45 PM	
	III & IV	-do-	04.45 PM - 06.00 PM	

The participants as per list attached are directed to participate in the training as per programme. Attendance in the Training is compulsory and no leave will be granted during the period under normal circumstances. Non attendance of training will be viewed seriously.

The eligibility criteria for promotion to Asstt Supervisor is five years service in the cadre of Sr. Acett and two weeks mandatory training followed by passing of centralised examination.

The eligibility criteria for promotion to Supervisor is seven years combined service in the cadre of Sr. Acett. And Asstt Supervisor.

All eligible officials who are willing for mandatory training for promotion as Asstt Supervisor/Supervisor are directed to intimate their willingness to Admn-1 by 16.11.2020. The officials who are unwilling to participate in the training are to send their unwillingness for the same by 16.11.2020.

It is informed that Hqrs' office has intimated that Officials who are unwilling /not having undergone training will not be eligible to be considered for promotion to the cadre or further financial upgradation under MACPS.

The eligible officials who are willing for promotion to the post of Asstt Supervisor/Supervisor are also directed to intimate their Email IDs and Mobile Number to Admn-1 Section for communication such as WhatsApp by 16.11.2020. The link for the above mentioned training will be sent to the email ID/WhatsApp Number provided by the official.

Further participants are to log in SAI Training application [pdrtcb.gov.in](http://pdrtcb.gov.in) for registration and feedback. Login ID will be in the domain [xxxxxxxx.har.ac@cag.gov.in](mailto:xxxxxxxx.har.ac@cag.gov.in) and password will be the registered mobile number to login in the above mentioned training application

Sd/-

उप महालेखाकार (प्रशासन)

Dy. Accountant General (Admn)

No. Admn.II.Asstt Sup. Trg./16/2020-21/ 1068

Dated: 13.11.2020

प्रति निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:-

Copy forwarded for information and necessary action to:-

1. महालेखाकार के सचिव/वरि. निजि सचिव /Sr. Private Secy/Sec. to Pr. Accountant General.
2. सभी ग्रुप अधिकारी के निजि सहायक/PAs to all Group Officers.
3. Sr.AO(Admn/Trg) O/o PAG(A&E) Punjab, Chandigarh
4. सभी सम्बन्धित शाखा अधिकारी/All Branch Officers concerned.
5. Branch Officer, I/c CRT with request to provide a computer station with webcam and Headphone for faculty member in Library.
6. सभी भागीदार सूची अनुसार/ All participants as per list.
7. All faculty members with request to impart training as per schedule. DAG(Admn) has desired that all faculty members are to submit a copy of the training material prepared by them to the Admn- I (Trg seat)
8. कार्यालय आदेश फाइल/Office Order file.

Sd/-

व. लेखा अधिकारी (प्रशासन-1)

Sr. Accounts Officer (Admn.I)



Annexure

Sr. Accountants eligible for promotion as Assistant Supervisors as on 01.01.2021. (O/o PAC (A&E) Punjab, Chandigarh). 64/c

Sr. No.	Name of the official	Designation	PUCDE
1.	Rajiv Kumar Bansal	Sr. Acctt	2180326
2.	Balwinder Jeet Kaur	Sr. Acctt	2180328
3.	Neena Munjal	Sr. Acctt	2180346
4.	Chandra Prabha	Sr. Acctt	2180347
5.	Kiran Bala Sharma	Sr. Acctt	2180354
6.	Praveen Bhutani	Sr. Acctt	2180355
7.	Varinder Kumar	Sr. Acctt	2180370
8.	Ranjeet Singh Negi	Sr. Acctt	2180378
9.	Manju Sharma	Sr. Acctt	2180379
10.	Veena Rani	Sr. Acctt	2180383
11.	Jawahar Lal Sharma	Sr. Acctt	2180385
12.	Khusi Ram Siroya	Sr. Acctt	2180387
13.	Indu Kochhar	Sr. Acctt	2180388
14.	Pushpa Devi	Sr. Acctt	2180410
15.	Kuldeep Singh	Sr. Acctt	2180422
16.	Sangeeta Dang	Sr. Acctt	2180428
17.	Ashok Kuamar Gupta	Sr. Acctt	2180429
18.	Karuna Dhara Nand	Sr. Acctt	2180430
19.	Surjeet Singh- VII	Sr. Acctt	2180431
20.	Aman Kumar	Sr. Acctt	2180433
21.	Tara Rani	Sr. Acctt	2180438
22.	Devender Mohan Kapoor	Sr. Acctt	2180439
23.	Ranju Mahajan	Sr. Acctt	2180440
24.	Vanita	Sr. Acctt	2180448
25.	Vijay Singh Bhanot	Sr. Acctt	2180450
26.	Kesar Singh	Sr. Acctt	2180451
27.	Mohan Singh Kanda	Sr. Acctt	2180452

## Annexure I and II

action.

62/0

	una Khurana	Sr. Acctt	2180454
	Ravinder Kumar-II	Sr. Acctt	2180458
	Karnail Singh-I	Sr. Acctt	2180460
	Anil Kumar Mahajan	Sr. Acctt	2180477
32	Lakshmi Saha	Sr. Acctt	2180484
33	Ritu Sharma	Sr. Acctt	2180488
34	Nachhatar Pal	Sr. Acctt	2180489
35	Ram Lal-II	Sr. Acctt	2180496
36	Shankar Bharti	Sr. Acctt	2180504
37	Daulat Ram	Sr. Acctt	2180505
38	Sarita Kalra	Sr. Acctt	2180506
39	Rajiv Mehta	Sr. Acctt	2180507
40	Anju Sharma	Sr. Acctt	2180514
41	Naresh Bhatti	Sr. Acctt	2180516
42	Vineet Seth	Sr. Acctt	2180517
43	Parveen Mahajan	Sr. Acctt	2180519
44	Narinder Singh	Sr. Acctt	2180520
45	Tilak Raj-II	Sr. Acctt	2180527
46	Hari Dass	Sr. Acctt	2180529
47	Narinder Puri	Sr. Acctt	2180532
48	Hemant Kumar	Sr. Acctt	2180533
49	Rakesh Kumar-II	Sr. Acctt	2180536
50	Suresh Kuma-I	Sr. Acctt	2180540
51	Indu Malhotra	Sr. Acctt	2180541
52	Sukhbir Singh Gill	Sr. Acctt	2180545
53	Rajiv Kumar Gaur	Sr. Acctt	2180548
54	Sunil Kumar Gupta	Sr. Acctt	2180554
55	Anita Ghai	Sr. Acctt	2180556
56	Ashok Kumar Sharma	Sr. Acctt	2180557
57	Prem Lata (on Deputation to the O/o AG (Audit) Punjab)	Sr. Acctt	2180564



60/c

58.	Harinder Kumar	Sr. Acctt	2180565
59.	Ashwani Kumar Aggarwal	Sr. Acctt	2180567
60.	Rajesh Bahl	Sr. Acctt	2180569
61.	Ashish Devgan	Sr. Acctt	2180839
62.	Sangeeta Kandhari	Sr. Acctt	2180574
63.	Rakesh Kumar-I	Sr. Acctt	2180578
64.	Rajinder Singh-II	Sr. Acctt	2180579
65.	Balbir Chand-I	Sr. Acctt	2180582
66.	Satnam Singh	Sr. Acctt	2180584
67.	Jagdish Chandra	Sr. Acctt	2180585
68.	Sukhbinder Singh	Sr. Acctt	2180588
69.	Yogesh Kumar	Sr. Acctt	2180589
70.	Raj Kumar-IV	Sr. Acctt	2180590
71.	Neera Goyal	Sr. Acctt	2180595
72.	Kimti Lal	Sr. Acctt	2180602
73.	Raj Kumar-V	Sr. Acctt	2180603
74.	Seema Khurana	Sr. Acctt	2180604
75.	Ram Pal	Sr. Acctt	2180605
76.	Ravinder Singh Bhatia	Sr. Acctt	2180607
77.	Vijay Kumari	Sr. Acctt	2180608
78.	Meena Rawat	Sr. Acctt	2180609
79.	Umesh Kumar	Sr. Acctt	2180610
80.	Rita Kumari	Sr. Acctt	2180611
81.	Kamal Saroj	Sr. Acctt	2180612
82.	Vijay Ahuja	Sr. Acctt	2180616
83.	Sujeet Chaudhary	Sr. Acctt	2180618
84.	Moma Rani	Sr. Acctt	2180622
85.	Ved Prakash-II	Sr. Acctt	2180624
86.	Sukhdev Singh	Sr. Acctt	2180626
87.	Meena Kumari	Sr. Acctt	2180641



88	Amarjit Singh-I	Sr. Acctt	2180643
89.	Tirath Ram	Sr. Acctt	2180644
90.	Urminder Pal Singh	Sr. Acctt	2180645
91	Sunil Kumar-II	Sr. Acctt	2180656
92	Roop Lal	Sr. Acctt	2180660
93	Ramesh Puri	Sr. Acctt	2180661
94.	Subhash Chand	Sr. Acctt	2180663
95	Sabar Singh	Sr. Acctt	2180665
96.	Poonam Rani	Sr. Acctt	2180668
97	Jolly	Sr. Acctt	2180635
98	Ishwar Singh	Sr. Acctt	2180685
99	Satnam Singh	Sr. Acctt	2180688
100.	Prem Nath	Sr. Acctt	2180689
101	Des Raj	Sr. Acctt	2180690
102	Karam Chand	Sr. Acctt	2180699
103.	Ritu Gupta	Sr. Acctt	2180701
104.	Sita Devi	Sr. Acctt	2180703
105.	Rajesh Agnihotri	Sr. Acctt	2180707
106.	Vinod Kumar	Sr. Acctt	2180708
107	Manohar Lal Meena	Sr. Acctt	2180730
108	Shiv Bhagat Negi	Sr. Acctt	2180742
109	Dineshwar Kumar Dubey	Sr. Acctt	2180723
110	Baljit Kaur	Sr. Acctt	2180732
111	Sarabjeet Singh	Sr. Acctt	2180755
112	Amit Kakaria	Sr. Acctt	2180738
113	Rakesh Roshan Negi	Sr. Acctt	2180740
114	Neena Rani	Sr. Acctt	2180743
115	Rajinder Kumar	Sr. Acctt	2180741
116	Poonam Bhandari	Sr. Acctt	2180745
117	Upasna Sharma	Sr. Acctt	2180746

120	Tilak Raj	Sr. Acctt	2180748
	Suresh Kumar	Sr. Acctt	2180750
	Manoj Kumar	Sr. Acctt	2180751
121	Surender Kumar	Sr. Acctt	2180749
122	Dharmender Singh	Sr. Acctt	2180753
123	Sunil Kumar	Sr. Acctt	2180756
124	Rinku Kashyap	Sr. Acctt	2180757
125	Bahadur Singh	Sr. Acctt	2180758
126	Ashwani Kumar Sharma	Sr. Acctt	2180759
127	Harpreet Singh	Sr. Acctt	2180744
128	Saudagar Singh	Sr. Acctt	2180804
129	Sadhu Ram	Sr. Acctt	2180752
130	Deepak	Sr. Acctt	2180807
131	Kulwant Singh	Sr. Acctt	2180813
132	Amrik Singh	Sr. Acctt	2180810
133	Yogesh Sharma	Sr. Acctt	2180842
134	Amit Batra	Sr. Acctt	2180844
135	Ansuya Prasad	Sr. Acctt	2180773
136	Sindar Devi	Sr. Acctt	2180789
137	Krishan Pal	Sr. Acctt	2180808
138	Mukul Bhargav	Sr. Acctt	2180847
139	Rakinderjeet Singh	Sr. Acctt	2180845
140	Sahaj Pal Singh	Sr. Acctt	2180846
141	Sunil Ahuja	Sr. Acctt	2180861
142	Rahul Malhotra	Sr. Acctt	2180859

  
Sr. Accounts Officer (Admn III)