



कार्यालय प्रधान महालेखाकार(ले. एवं ह.), मणिपुर, इम्फाल: 795001
**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL(A&E),
MANIPUR, IMPHAL: 795001**

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Estt (A&E)/Order No.375
Dated: 20.04.2022

RTI Shillong is conducting online training using Microsoft Teams on Mid-Career Training Programme (MCTP)- Level-2 for A.A.Os and Sr. A.Os with 7 to 11 years of combined service in the cadres w.e.f from 25.04.2022 to 30.04.2022 for 6 days. The following officers are hereby nominated for the aforesaid training programme and are instructed to attend the training programme without fail (course schedule enclosed):

Sl. No.	Name	Designation	e-mail id	Course	Duration
1.	H. Chinghuanang	A. A.O	hchinghaou.man.ae@cag.gov.in	Mid Career Training Programme	25.04.2022 to 30.04.2022 (6days)
2.	M. Nungleiba Singh	A. A.O	mnungleiba.man.ae@cag.gov.in		
3.	Thokchom Shyamkumar Singh	A. A.O	thshyamk.man.ae@cag.gov.in		
4.	Md. Tajuddin Choudhury	A. A.O	mohdtajuddin.man.ae@cag.gov.in		
5.	Lamkhohau	A. A.O	lamkhohau.man.ae@cag.gov.in		

- Participants should register themselves on SAI Training portal on the first day of Training and ensure timely submission of Session and Course Feedback, failing which, Course Completion Certificates may not be issued to them and they may have to repeat the training at later time.
- Guide on how to Register/Submit feedbacks is available in the SAI Training Guide document that can be downloaded from bit.ly/rtis-mctp222-read. Training materials may also be accessed from the same link.
- Meeting link to be used for all sessions: bit.ly/rtis-mctp222-meet.

[Auth: Pr. AG(A&E)'s order dated 19.04.2022 at P/18^N of file No. Estt (A&E)/RTI-TRG/2021-22/]

Sr. Accounts Officer (Admn.)

Memo No. Estt (A&E(A&E)/RTI-TRG/2021-22/569-574

Dated: 20.4.2022

Copy for information to:

- The Director General, RTI, Shillong.
- PS to Pr. AG (A&E), Manipur
- PA to Sr. DAG (A&E), Manipur
- Branch Officers concerned
- Officers concerned
- O/o file

Sr. Accounts Officer (Admn.)

**Online General Course No. 02: Mid-Career Training Programme (MCTP) for SAOs/AAOs
(Level 2 for AAOs and SAOs with 7 to 11 years of combined service in the cadres w.e.f
25.04.2022 to 30.04.2022 (6 Days))**

Session timing:		Break timing:		
Session I: 10.00 am to 11:15 am		Tea Break: 11:15 am to 11:30 am		
Session II: 11:30 am to 12:45 pm		Lunch Break: 12:45 to 02:00 pm		
Session III: 02:00 pm to 03:15 pm		Tea Break: 03:15 pm to 03:30 pm		
Session IV: 03:30 pm to 4:45 pm				
Day	Session I	Session II	Session III	Session IV
Day 1 25.04.2022 (Monday)	My Values, our values, Community Values – Alignment with organizational values Rahul Kumar, DAG, O/o PAG (Au) Tripura		Effective Communication – Verbal and Non- Verbal communication, Social Skills, Active Chetali Jadhav, POSH Trainer	
Day 2 26.04.2022 (Tuesday)	Group Development, Group Dynamics, Group Forming, Group Problems, Group Thinking and Social influence		Motivation Dr. Abhigyan Bhattacharya, Dept. of Management, NEHU, Tura	
Day 3 27.04.2022 (Wednesday)	Basics of Environment and Sustainable Development Garry Moore Nikhla, Asst. Professor, Zoology & Environmental Science	Morale Chetali Jadhav, POSH Trainer	Introduction to the 2030 agenda for Sustainable Development and the Sustainable Development Goals (SDGs) Prof. D. Walia, Environment Department, NEHU	
Day 4 28.04.2022 (Thursday)	Adopting the Big Data Approach, IA & AD Big Data Polices and Guidelines	Overview of Information Technology (IT) System; Risks in IT Environment , Cyber Security, IT Act 2008, Indian Computer Emergency Response Team (CERT-In); Leveraging the entity's IT System and data in Audit.	Personal Ethics, Professional Ethics, Code of Ethics Arindam Nath, Sr.A.O., O/o PAG (Audit) Assam T. Sebastian, Core Faculty RTI	
Day 5 29.04.2022 Friday	Gender Sensitisation, Concepts of Gender, Gender Stereotypes and its impact. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 Dr. Deigracia Nongkynrih, Dept. of Economics, NEHU	Stress Management Suparna Mordani, Art of Living, Shillong		
Day 6 30.04.2022 Saturday	Personality Chetali Jadhav, POSH Trainer	Financial Market and Capital Market Prof. Ponnaluru Srinivasa Suresh, Dept. of Economics, NEHU	Principles of Public Finance; Union budget and Components Dr. Biswambhara Mishra, Dept. of Economics, NEHU	Feedback & Valediction DG, RTI Shillong