

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-प्रथम), मध्य प्रदेश,
आडिट भवन, झौंसी रोड, ग्वालियर

No./Admin/LC/Trg/In-house TNA/2025-26/O.O./52

दिनांक:-11.06.2025

कार्यालय आदेश

माह जून 2025 में अन्तर्वर्ती प्रशिक्षण कार्यक्रम (IH-03) कार्यालय के पंचम तल स्थित हॉल में एवं MS Team के माध्यम से Online आयोजित किया जाना है। संलग्न अनुलग्नक में वर्णित प्रशिक्षण कार्यक्रमानुसार प्रशिक्षण हेतु नामित मुख्यालय पर पदस्थ अधिकारी/कर्मचारी को कार्यालय के पंचम तल स्थित हॉल में एवं दौरे पर पदस्थ अधिकारी/कर्मचारी MS Team के माध्यम से Online प्रशिक्षण में सम्मिलित होने हेतु निर्देशित किया जाता है।

प्रशिक्षण में नामित प्रशिक्षणार्थियों को System Automation Initiative (SAI)-Training की वेबसाइट (<https://training.cag.gov.in>) पर जाकर प्रशिक्षण पूर्व Registration Form भरना है, प्रत्येक Session के बाद Session Feedback Form भरना है तथा प्रशिक्षण के अंत में Course Feedback Form भरना है जिससे कि प्रशिक्षण में उपस्थिति मान्य की जा सके।

व्याख्याताओं को निर्देशित किया जाता है कि वे मुख्यालय के परिपत्र क्रमांक 210/In House Trg./35-2012 दिनांक 03.09.2012 के para 3(D) में उल्लिखित प्रशिक्षण तकनीक का प्रयोग सुनिश्चित करें। प्रशिक्षण अवधि में किसी भी प्रशिक्षणार्थियों/ व्याख्याताओं को अवकाश स्वीकृत नहीं किया जायेगा। अपरिहार्य कारणों से यदि किसी प्रशिक्षणार्थी अथवा व्याख्याता द्वारा प्रशिक्षण में भाग लेना संभव न हो तो अपने अनुभाग से अन्य प्रशिक्षणार्थी/व्याख्याता को प्रशिक्षण हेतु नामित कर तत्काल विधि कक्ष को सूचना प्रेषित किया जाना सुनिश्चित करें।

The In-house Training Programme (IH-03) is scheduled to be conducted in the month of June 2025 in the hall located on the fifth floor of the office and also online through MS Teams. As per the training schedule mentioned in the attached annexure, officers/employees posted at the headquarters who are nominated for the training are directed to attend the training in the fifth-floor hall of the office, while those posted on tour are directed to attend the training online through MS Teams.

All trainees may fill Registration form before commencement of training, Session Feedback Form after every session and Course Feedback Form after completion of training on the website of System Automation Initiative (SAI)-Training (<https://training.cag.gov.in>), which is necessary for counting the attendance in the training.

Trainers should ensure use of teaching techniques prescribed in Para 3(D) (attached) of Headquarter office Circular No. 210/n House Trg./35-2012, dated 03.09.2012. Leave to the trainers/trainees will not be sanctioned during the training period. In case any trainer/trainee is unable to attend the training, then the name of substitute trainer/trainee should be intimated to Legal Cell immediately.

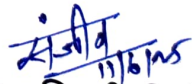
संलग्नक:- उपरोक्तानुसार |

हस्ता/-

उप महालेखाकार/प्रशासन

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु:-

1. सचिव, प्रधान महालेखाकार
2. उप महालेखाकार/ एएमजी - 1, एएमजी - 5 व प्रशासन
3. सचिव उप महालेखाकार/एएमजी - 1 कृपया सम्बंधित को सूचित करें।
4. श्री वरिष्ठ लेखापरीक्षा अधिकारी/IS Wing - कृपया उक्त कार्यलय आदेश को इंटरनेट एवं इंट्रानेट पर अपलोड कराने का कष्ट करें, एवं उक्त प्रशिक्षण हेतु MS Team का link इस अनुभाग में प्रेषित करने का कष्ट करें।
5. श्री नरेश आहूजा, स.ले.प.अ.- कृपया इंटरनेट व इंट्रानेट पर अपलोड किया जाना सुनिश्चित करें।
6. सम्बंधित अधिकारी/कर्मचारी को अनुपालनार्थ
7. सूचना पटल


वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष

Contents of para 3 (D) of Headquarter circular No.210/In-house Trg./35-2012 dated 03.09.2012 (D) Teaching Techniques

As the emphasis now is on capacity building, it is essential to match individual's competencies with the jobs they have to do and bridge competency gaps for future and current roles through training. The methodology for dissemination of training may be participative and interactive. Experience sharing by training should be encouraged. For hands-on learning, emphasis may be laid on practical exercises, case studies and quizzing in between training sessions. Wherever necessary, Group discussions may be held to ensure greater involvement in the training. Offices should use structured training modules wherever applicable. At the same time, in order to

improve the skill base, in-house training can facilitate the job training. Any innovative techniques explored by field offices, which can be replicated as best practices in other field offices may be suggested to Headquarters.

Details of In House Training

Sl. No.	In House Training	Duration	Group	Timing
1.	IH-O3	12.06.2025 to 14.06.2025	AMG-1	(12.06.2025) 10:15 AM to 11:30 AM- First Session (13.06.2025) 10:15 AM to 11:30 AM- First Session (14.06.2025) 10:15 AM to 11:30 AM- First Session (14.06.2025) 11:45 AM to 01:00 PM- Second Session


वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष

Annexure-IV-IH-O3

List of faculties and trainees for course No. IH-O3

Group- AMG-1

Date- 12.06.2025 to 14.06.2025 (Pre Lunch)

Sl. No.	Subject	Name of Faculty (S/Shri)
1	Compliance Audit on Drinking water supply Component of Atal Mission for Rejuvenation and Urban Transformation (AMRUT) (Pilot Study, Preparing study Design Matrix, Evidence gathering and analysis, documentation for various stages of audit and Report writing.) (3), Evaluation (1)	1. Mritunjay Kumar, Sr. AO (01/10544) 2. Ghulam Shahid, AAO (02/6691) 3. Vivek Kumar Sinha, AAO (02/10591)

Trainees for the course

Sl. No.	Name of Trainee (S/Shri)	Post	Permanent No.	Section/Group
1.	Sanjay Krishna Shrivastava	SAO	01/10539	AMG-I
2.	Vijay Sugandhi	SAO	01/6027	AMG-I
3.	Naval Kishore	SAO	01/10304	AMG-I
4.	Rajesh Kumar	AAO	02/6769	AMG-I
5.	Ram Niwas Meena	AAO	02/11088	AMG-I
6.	Kanchan Arora	AAO	02/6683	AMG-I
7.	Shahmeer Khan	AAO	02/11223	AMG-I
8.	Ankit Kumar	AAO	02/11125	AMG-I
9.	Vishnukant Pandey	AAO	02/10844	AMG-I
10.	Roshan Kumar Basya	AAO	02/11130	AMG-I
11.	Vivek Kumar Shrivastava	AAO	02/10998	AMG-I
12.	Rahul Parik	AAO	02/11371	AMG-I
13.	Ratnesh Kumar Mishra	Asst. Sup.	03/10781	AMG-I
14.	Lokesh Kumar Meena	Asst. Sup.	03/10705	AMG-I
15.	Ashok Kumar Yadav	Sr. Ar.	03/11299	AMG-I
16.	Astha Dixit	Ar.	04/11493	AMG-I
17.	Sehrish Fuzel	Ar.	04/11520	AMG-I
18.	Alok Kumar	Ar.	04/11538	AMG-I
19.	Shankar Singh	Ar.	04/11424	AMG-I
20.	Aditya Dey	Clerk	05/11489	AMG-I


 Sr. Audit Officer/Legal Cell

Course No. IH-O3

Compliance Audit on Drinking water supply Component of Atal Mission for Rejuvenation and Urban Transformation (AMRUT) (Pilot Study, Preparing study Design Matrix, Evidence gathering and analysis, documentation for various stages of audit and Report writing.) (O3), Evaluation (1)

Date 12.06.2025

Timing	10:15 AM to 11:30 AM-First Session
Topic	Compliance Audit on Drinking water supply Component of Atal Mission for Rejuvenation and Urban Transformation (AMRUT) (Pilot Study, Preparing study Design Matrix, Evidence gathering and analysis, documentation for various stages of audit and Report writing.)
Name of Faculty	Mritunjay Kumar, Sr. AO (01/10544)

Date 13.06.2025

Timing	10:15 AM to 11:30 AM-First Session
Topic	Compliance Audit on Drinking water supply Component of Atal Mission for Rejuvenation and Urban Transformation (AMRUT) (Pilot Study, Preparing study Design Matrix, Evidence gathering and analysis, documentation for various stages of audit and Report writing.)
Name of Faculty	Ghulam Shahid, AAO (02/6691)

Date 14.06.2025

Timing	10:15 AM to 11:30 AM-First Session	11:45 AM to 01:00 PM-Second Session
Topic	Compliance Audit on Drinking water supply Component of Atal Mission for Rejuvenation and Urban Transformation (AMRUT) (Pilot Study, Preparing study Design Matrix, Evidence gathering and analysis, documentation for various stages of audit and Report writing.)	Evaluation
Name of Faculty	Vivek Kumar Sinha, AAO (02/10591)	

व्याख्याता उक्त तिथि व समय पर प्रशिक्षण देना सुनिश्चित करें। सभी व्याख्याता अपने प्रशिक्षण विषयवस्तु से सम्बंधित न्यूनतम 05 प्रश्न विधि कक्ष अनुभाग को उपलब्ध कराना सुनिश्चित करें।


 वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष