



OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
ODISHA : BHUBANESWAR

OOC No: 348

Date: 20 .07.2023

In-house Training Programme as detailed below will be conducted in the **Training & Examination Hall** during the month of **July- 2023** for the officials/officers listed at Annexure-A. The link to join the training on course-1 for Puri officers/officials is provided below:-

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZDI2Mjg3YmItZGY0Yy00MWU5LWE3MmItZWY1NjI4NmRlNzBj%40thread.v2/0?context=%7b%22Tid%22%3a%2211f913f7-47f1-492f-8558-237196821266%22%2c%22Oid%22%3a%22a4d8d11d-af93-4fab-800c-b8f3fbd75645%22%7d

“PARTICIPATION IN TRAINING IS COMPULSORY FOR ALL”

Sl.	Topic / Subject	Date & Time	Faculty
1.	General Course: - WAMIS & Works Accounts Report & Compilation of PWD and Forest Accounts. (to be conducted online)	24.07.2023 & 25.07.2023 (2 days) (3.00 PM to 4:15 PM)	Shri A.K. Sahani, AAO
2.	IT Course: - Microsoft Power Point Text Slides, Editing a Presentation, Graphs, Organization Charts (optional) and Creating Speaker Notes & Handouts.	27.07.2023 & 28.07.2023 (2 days) (3.00 PM to 4:15 PM)	Shri Vishwash Ku. Sinha, AAO

Sd/-

Sr. Deputy Accountant General (Admn.)

Memo No. EDP/IHT & SSC/2023-24/45(11)

Dated: 20 .07.2023

Copy forwarded for information and necessary action to: -

1. Sr. Deputy Accountant General (Accounts & VLC)
2. DAG (Works Accounts) Branch Office, Puri
3. Deputy Accountant General (Pension)
4. Deputy Accountant General (Funds)
5. Sr. Pvt. Secretary to P.A.G /P.A.G's Secretariat.
6. Pay & Accounts Officer.
7. BO / T.M /F.M/P.M/Admn.-I/O.E/WME.
8. BO/Record with a request to provide writing Pads / pens.
9. The Faculties concerned. They are requested to send a requisition to BO (EDP), in advance for Projector, if required.
10. Trainees concerned/Notice Board.
11. Manager, A.G Deptt. Canteen to provide Tea.

Sd/-

Sr. Accounts Officer (EDP)

Annexure-A
(List of Trainees for July' 2023)

Sl.No	Name & Designation (Shri/Smt/Ms)	Section/Group	Programme/Date/Time/ Name of Faculty
1.	M. Panigrahi, SAO	Puri Office	24.07.2023 & 25.07.2023 (2 days) (3.00 PM to 4:15 PM) General Course: - WAMIS & Works Accounts Report & Compilation of PWD and Forest Accounts. - Faculty Shri A.K. Sahani, AAO
2.	Praveen Patel, AAO	Puri Office	
3.	B.P. Rath, AAO	Admn.-II	
4.	S. Moharana, AAO	GPF-SS	
5.	S.Ch. Naik, A.Sup.	Puri Office	
6.	Sasmita Soren, Acct.	Admn.-I	
7.	Aslok Singh, Acct.	Fund-15	
8.	Pradeep Rawlo, Acct.	Puri Office	
9.	Rajdev Sahoo, Acct.	Admn.-II	
10.	S. Dalabehera, Acct.	FSS	
1.	S. Srinivas Patnaik, A.supv.	Trg & Exam Cell	27.07.2023 & 28.07.2023 (2 days) (3.00 PM to 4:15 PM) IT Course: - Microsoft Power Point Text Slides, editing a Presentation, Graphs, Organization Charts (optional) and Creating Speaker Notes & Handouts. Faculty Shri Vishwash Ku. Sinha, AAO
2.	Subhadarsan Behera, Acct.	O.E.	
3.	Sanatan Mishra, Acct.	Rec-III	
4.	Bishnu Pr. Dash, Acct.	Fund-15	
5.	Pravasini Singh, Clerk	O.E.	
6.	Shyam Prasad Naik, Clerk	VLC-I	
7.	Surendra Ku. Sahoo, Clerk	SAI-RRD	
8.	Biswaketan Das, Clerk	VLC-5	