

**OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL
CGO COMPLEX, 3RD MSO BUILDING, 5TH FLOOR, SECTOR-I,
SALT LAKE, KOLKATA-700 064**

O.O No. Admn.I/8-2/RTI/KOL/Vol.XIII/2024-25/ 335

Date: 27.03.2024

Sub: Nomination of trainees for undergoing training courses on Information System and General courses at RCB & KI, Kolkata for the period April to June, 2024

The names of officers/ officials of this office as detailed in Annexure-A(attached herewith) have been nominated for undergoing training programmes at RCB& KI, Kolkata.

In this connection, all trainees are directed to attend the training classes regularly. They are required to report to RCB & KI, Kolkata at 10 A.M. sharp on all training days. They are also required to submit Online Impact Assessment Report through SAI Training Portal (<http://training.cag.gov.in>) to the Sr. AOs of respective groups/ wings Headquarters positively after 3 months of completion of training programme and the same should be forwarded to Administration online through SAI Training Portal by the respective wings within the time schedule.

The trainees are also advised not to remain absent from training classes during the period of training without sufficient and genuine reason thereof, failing which such absence shall be noted in their APAR. Further, late attendance shall not be condoned as per the orders of the Accountant General dated 01.12.2019.

If the nominated trainees are unable to attend the training due to emergency/ medical grounds they must inform the same immediately to his/her controlling authority as well as intimate Admn.I Section. Branch officers should initiate necessary action to replace the nomination to avoid slot unutilization. Nomination of substitutes other than those from the Reserved Candidates list should be made with approval of the Accountant General.

The Branch officers of the Wing Headquarters are also requested to bring the contents of this office order to the notice of the selected trainees posted under them and also nominate the candidates posted under them at SAI Portal.


Sr. Audit Officer/ Admn.I

Copy to:

1. Sr. DAG/ AMG-IV
2. Sr. DAG/AMG-I (Admn. & AS)
3. DAG/AMG-II
4. DAG (Ad hoc)/AMG-III
5. Sr. Audit Officer/Admn.I & EDP SC
6. Sr. Audit Officer/ Admn. II, III & CC
7. Sr. Audit Officer/ Record & Hindi Cell
8. Sr.Audit Officer/ECPA cum Report (Civil)
9. Sr.Audit Officer/ECPA cum Report (Comm)
10. Sr.Audit Officer/AMG-I (AS)
11. Sr.Audit Officer/AMG II (Coord)

**OFFICE OF THE
ACCOUNTANT GENERAL (AUDIT- II), WEST BENGAL,
3rd M.S.O BUILDING, 5th FLOOR, CGO COMPLEX
WF BLOCK, SECTOR - 1, SALT LAKE, KOLKATA- 700 064**

No. Adm. F.S-2/RTI/KOL/23-24/Vol.VII/73

Dated: 01.05.2023

OFFICE ORDER

The following directions are issued by the Head of the Department to deal with cases of absence during the training at RTIs/other training institutes of an employee of this office.

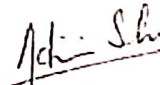
i. Leave during training at RTI, Kolkata or at any other training institute will not be sanctioned except on "Emergency" or on "Medical Ground" and best efforts should be made by the candidate to give prior intimation to the concerned AMG SAO Coordination for nomination of reserve candidate.

ii. Absence of candidate during the training period training without sufficient and genuine reason will not be accepted. Also, prior intimation should be given to the RTI coordinator. Further, late attendance will not be condoned.

The concerned AMGs have to immediately take up the matter and inform the candidate as well as the RTI/Training institutes' authorities, the name of reserve candidate to avoid non-utilisation of slots.

In view of the above, any case of absence from training should be immediately informed to Admin-I wing along with reasons/leave application and supporting documents for further administrative action.

[Authority: Accountant General's order
dated: 28.04.2023]


Sr. Dy. Accountant General (Admn.)

ALL CIRCULATION

Annexure A

Course Type	Name of Course	Period	Name of Candidate with Designation (Shri/Mr/Ms)	Name of Reserve candidate (Shri/Mr/Ms)
Information Systems (IS)	e-office	02.04.24	1. . Ashutosh Biswas Sr.AO/Admn.I 2.Arup Sarkar, AAO/AMG III	1. Sumit Munda, Ar./AMG III 2. Rajesh Gupta, Ar./Record
		30.04.24	1. Ajay Kr. Sinha, Sr.AO/AMG III	1. Sourav Sarkar, Ar./AMG III
		03.05.24	1. Harmindar Singh Guman, Asstt.Supvr./ Record	1.Avinash Kumar, Ar./Record
		21.06.24	1.Sudipta Chakraborty, Sr.Ar./ITA	-
	OIOS	09.04.24 to 10.04.24	1.Subhra Chakraborty, Sr.AO/AMG III	1.Pratik De, Sr.Ar./ AMG III
		17.04.24 to 18.04.24	1.Debarati Datta,AAO/ AMG III	1.Pankaj Kr.Sardar, AAO/AMG III
		08.05.24 to 09.05.24	1. . Utpal Kumar Ghosh, Sr.AO/AMG I(AS)	1.Jimutesh Majumder, AAO/AMG I(AS)
	Data Analytics	13.05.24 to 17.05.24	1.Raj Kumar Kundu, AAO/AMG I(AS) 2.Mandakini Saha, AAO/AMG III 3.Vishal Choudhary,Ar. /Report(Com)	1.Shankar Mondal, AAO/AMG I(AS) 2.Moumita Dhar, Sr.Ar./AMG III
	IDEA	10.06.24 to 14.06.24	1.Krishna Chandra Mahato, AAO/Report (Civil) 2.Kavita Kumari, AAO(P)/AMG I(AS) 3.Subodh Kumar,AAO/ AMG III 4.Sanjeev Kumar,Ar./ AMG IV 5. Prasant Nath Tiwari, Ar/EDP Sc	1.Suptashree Mukherjee,AAO/Report (Civil) 2.Sujeet Kumar, Ar./AMG I(AS) 3.Rakesh Kr Raushan, Sr.Ar./AMG III 4.Subham Kumar, AAO(P)/AMG IV 5.Suvaranjan Roy, Sr.Ar./EDP
	MS Excel Advanced	24.06.24 to 28.06.24	1. Suryamani, Ar/AMG I(AS) 2.Bipul Mallick,AAO/ AMG II 3.Arindam Basu, Sr.AO/ AMG III 4.Raju Kr. Choudhary, Ar./Record	1.Abhishek Anand, Ar./AMG I(AS) 2.Jaydip Narayan Chakrabarti,Sr.AO/AMG II 3.Nilanjan Biswas,Ar./ AMG III 4.Santosh Kumar, Ar./ Record
General Course	Commercial Audit including Companies Act	22.04.24 to 25.04.24	1.Sidiu Boipai, AAO/AMG II 2.Hardeo Lal Sharma, Sr.Ar./AMG II 3.Kulpati Chik Baraik, AAO(C)/AMG IV 4.Ram Bharosh Upadhyay, AAO(C)/AMG IV 5.Umesh Kumar Sharma, AAO/AMG IV 6.Sunil Kumar Mondal, AAO/AMG IV	1.Monojit Dutta, Sr.AO/AMG II 2.Amit Choudhary, Sr.Ar./AMG II 3.Goutam Kumar, Sr.AO/AMG IV

			7.Suman Biswas,Ar./ Report(Com)	
Finance & Appropriation Accounts incl. Preparation of Notes to Accounts, SFAR, Transfer Entries and Audit of Voucher & Sanctions(for State Gov Accounts)	29.04.24 to 02.05.24		1.Shyam Anand,AAO /AMG II 2.Kumar Lepcha, AAO/AMG III 3.C.H.Sridevi,Sr.Ar./AMG III 4.Sudipto Chaudhuri, Sr.Ar./AMG III 5.Vikram Kumar, Sr.Ar./AMG III 6.Shankar Biswas, Sr.Ar./AMG III 7.Manabendra Nath Goswami,AAO/AMG III	1.Samir Mondal, AAO/AMG II 2.Sudip Kumar Dey, Sr.Ar./AMG III 3.Shyamal Kumar Bhumali,Ar./AMG III 4.Hirak Kumar Rudra, Asstt.Supvr./AMG III 5.Rathindra Nath Biswas, Asstt.Supvr./ AMG III 6.Koushik Chakraborty, Sr.Ar./ AMG III 7.Satyabrata Pal, Sr.Ar./AMG III
Audit & Accounts of Autonomous bodies	07.05.24 to 10.05.24		1.Jimutesh Majumder, AAO/AMG I(AS) 2.Sonia,AAO(A)/AMG I(AS) 3.Pradeep Kumar, AAO/AMG II 4.Abhinav Mishra, AAO(C)/AMG III 5.Amit Chakraborty, AAO(com)/ITA	1.Raj Kumar Kundu, AAO/AMG I(AS) 2.Shankar Mondal, AAO/AMG I(AS) 3.Uday Bhanu Saren, Sr.Ar./AMG II 4.Pradip Kr. Kayal, AAO(A)/AMG III
Financial Attest Audit	14.05.24 to 17.05.24		1.Sudipta Pal ,Supvr./ AMG III 2.Aftabur Rahman, AAO/AMG III 3. Sujan Dasgupta, AAO(C)/AMG III 4.Biswajit Adak, AAO(C)/AMG III 5.Siddhartha Sankar Biswas, AAO(A)/AMG III 6.Bireswar Sarkar, Sr.Ar./AMG III	1.Raushan Kumar Mishra,Ar./AMG III 2.Pintu Haldar, Sr.Ar./AMG III 3.Somnath Mondal, Ar./AMG III 4.Alok Kumar, Ar./AMG III 5.Pratik De, Sr.Ar. /AMG III 6.Srabani Ganguly, Asstt.Supvr./AMG III
Workshop Audit of Consolidated Financial Statement	27.05.24 to 28.05.24		1. Subir Sadhukhan, AAO(C)/AMG IV 2.Biswajit Sarkar, AAO/AMG IV 3.Mitali Chowdhury, AAO(C)/AMG IV 4.Rahul Kumar Singh, AAO(P)/AMG IV 5.Shubham Patel, AAO(P)/AMG IV 6.Vishal Choudhury, Ar./ Report(Com)	1.Rakesh Kumar-II/ AAO/AMG IV 2.Sudip Roy,AAO/ AMG IV
Workshop on Environment Audit alongwith SDG	18.06.24 to 20.06.24		1.Karunakar Sahoo, Sr.AO/AMG II 2. Anindya Mitra, AAO/AMG II 3.Kamal Kumar Gupta, AAO/AMG II	1.Soumen Sarkar, AAO/AMG II 2.Saoli Banerjee, AAO/AMG II 3.Sushen Kumar Biswas, Asstt.Supvr./AMG II

- As per information received from RCB&KI, Kolkata ,Training on MS Excel Basic which was previously due from 22.04.24 to 24.04.24 April 2024 has been cancelled.


 27/3/24
 Sr. Audit/Officer/Admn.I