



रक्षा लेखा नियंत्रक कार्यालय, गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी -781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI
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No.O&M/INSPN/140/Trg/SAS/12-13

Date:-18/08/2014

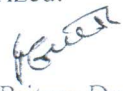
To:

1	The O/IC AO GE Shillong	15	The O/IC LAO(A) Guwahati
2	The O/IC AO GE(I) Kumbhirgram	16	The O/IC AN-IV MO CDA Guwahati
3	The O/IC AAO BSO(AF) Jorhat	17	The O/IC DDP Section MO CDA Guwahati
4	The O/IC AO GE Jorhat	18	The O/IC AAO BSO Dinjan
5	The O/IC AO GE Missamari	19	The O/IC A/Cs Section MO CDA Guwahati
6	The O/IC R section MO CDA Guwahati	20	The O/IC LAO 222ABOD
7	The O/IC PAO(ORs) ARC Shillong	21	The O/IC AN-Gp. II MO CDA Guwahati
8	The O/IC ALAO 313Coy ASC (SUP)	22	The O/IC AOAGE(I) Umroi
9	The O/IC PAO(ORs) 58GTC Shillong	23	The O/IC AO GE 869 EWS
10	The O/IC An-III MO CDA Guwahati	24	The O/IC AO GE Narangi
11	The O/IC IA section MO CDA Guwahati	25	The O/IC LAO(A) Guwahati
12	The O/IC AO GE Tezpur	26	The O/IC AN-IA MO CDA Guwahati
13	The O/IC AO GE(I) Agartala	27	The O/IC LAO(A) Tezpur
14	The O/IC LAO(A) Guwahati	28	The O/IC AO GE 859 EWS
		29	The O/IC AAO Shillong

Subject: - In-house Training Course for candidates SAS Part-I examination to be held at the Training Hall of MO CDA Guwahati w.e.f 01/09/2014 to 05/09/2014.

It is hereby intimated that a five days (5) days training programme for the Candidates intending to appear in SAS Part -I examination, 2014 in the New syllabus has been scheduled to be conducted in the training hall of MO CDA Guwahati w.e.f 01/09/2014 to 05/09/2014. The participants serving in your Office/Sections as per Annexure "B" may be detailed for the Course. Training programme as per Annexure "A" relevant to the Course is also appended.

TA/DA as per rules for outstation candidates and faculty members is authorized.


(Pritam Dutta)
Dy. CDA

1 Shri (Faculty)	He is requested to prepare lecture notes/handouts/power point slides/study materials on the topics assigned to them to take classes accordingly. Handouts on the subjects may please be sent to "O&M" Cell in advance to distribute amongst the participants.
2. The O/IC AN/IV (Local)	For providing necessary seating arrangement in the training hall during the training period and Tea & Snacks to the participants and faculty members at the time of tea break (at 11.30 am and 3.45 pm) as well as Lunch to the Outstation faculty.
3 The O/IC AN/IA (Local)	: For information wrt above please
4 The O/IC AN/II Gp.-II (Local)	
5 The O/IC AN/V (Local)	
6 The PA to CDA/JCDA	

Sd/-
(A Hussain)
Sr.AO (O&M)

ANNEXURE "A"

COURSE TITLE:- In house-training on "Training Course for SAS Part-I Candidates" w.e.f. 01/09/2014 to 05/09/2014.

TRAINING SCHEDULE:- There will be 4 sessions every day each for 75 minutes as under:-
 Session I - : 10.15 hrs to 11.30 hrs. Session II - : 11.45 hrs to 13.00 hrs
 Session III - : 14.30 hrs to 15.45 hrs. Session IV - : 16.00 hrs to 17.15 hrs

VENUE:- TRAINING HALL, MAIN OFFICE, CDA, GUWAHATI.

Date	Session	Subject and Topics	Faculty
01/09/2014	I	<u>Organisation, Role & Function, Duties & Responsibilities of:-</u> - Ministry of Defence and Defence Finance. - Defence Accounts Department - Controller General of Defence Accounts - Different Pr.CsDA/PCA (Fys)/CsDA including CDA (BR) and PAO (GREF)/CF&A (Fys.) / CDA Funds). - Army, Air Force & Navy (including Services HQrs. and their Command & Control Structure). - Inter - Service Organisations - Other Agencies like GREF, Coast Guard Organisations, DRDO etc. dealt with by the DAD.	Shri Pritam Dutta, IDAS, Dy CDA.
	II	Functions of Pay Accounts Office under Ministry of Defence. Organisation and work dealt with by various Sections of a Controller's Office. General Principles regarding working of Controllers offices including PCDA, New Delhi. Role and Functions of the Controller General of Accounts. Duties & Power of Comptroller & Auditor General of India.	Shri Pritam Dutta, IDAS, Dy CDA.
	III	CCS (Conduct) Rules CCS (CCA) Rules	Shri Pritam Dutta, IDAS, Dy CDA & Shri Sibu Paul, AAO
	IV	<u>Defence Audit Code</u>	Shri M. K. Touthang, IDAS, ACDA
02/09/2014	I	<u>Defence Accounts Code</u>	Shri S. C. Das, SAO
	II	<u>Introduction of Indian Govt Accounts and Audit</u>	Shri Pritam Dutta, IDAS, Dy CDA.
	III	<u>Financial Regulations Part I</u>	Shri H. B. Dutta, SAO
	IV	<u>Financial Regulations Part- II</u>	Shri H. B. Dutta, SAO
03/09/2014	I	<u>Accountancy : Final Accounts</u>	Shri Rup Narayan Nath, AAO, AN-IV Sec MO CDA Guwahati
	II	<u>Accountancy Theory</u>	Smt. Polymika Mishra, TV. Asst A/Cs Sec MO CDA Guwahati

	III	<u>Accountancy : Problems</u>	Smt Priyanka Mishra Ty Aud A/cs Sec MO CDA Guwahati
	IV	<u>Accountancy : Costing</u>	Smt Priyanka Mishra Ty Aud A/cs Sec MO CDA Guwahati
04/09/2014	I	<u>Section-I Pay & Allowances (Civil)</u> Standard Pay scale & Fixation of pay, Stepping up of pay, Anomalies, Increments D A, HRA, CCA, Transport Allowance, Washing Allowance, Cycle Allowance, Over Time Allowance, Fee and Honorarium.	Shri A. K. Paul, AAO, IFA Cell
	II	Children's Educational Allowance, Central Government Health Scheme for Serving Employees and Pensioners CGE Group - Insurance Scheme. Medical Attendance Other Service Matters - Service Book etc. Interest Free and Interest Bearing Advance - General Conditions- Travelling Allowance - Leave Travel Concession: Income Tax - Government Quarters -	Shri Debasish DE, SAO
	III	<u>Pension (CIVIL)</u> Pension - Authorisation of Pension and Gratuity - Payment of Pension -	Shri K. L. Sharma, SAO LAO Guwahati
	IV	<u>PENSION ARMY</u> Pension Regulation for Services (Part-I) - General - Commissioned Officers - JCOs/ORs. NCs (E) - Regulations for Services (Part-II) - General Regulations - grant of Pension and Gratuities	Shri K. L. Sharma, SAO LAO Guwahati
05/09/2014	I	<u>PAY & ALLOWANCES OF ARMY</u> P & A Regulations (ORs) Leave Rules for the Services Volume I (Army)	Shri S. Sinha, SAO PAO(ORS) 58 GTC Shillong.
	II	Provisions of Travel Regulations peculiar to the Services Army Group Insurance Scheme OM Part X	Shri D. K. Choudhury, SAO
	III	Open Discussion	Shri Pritam Dutta, IDAS, Dy CDA.
	IV	Valediction.	Smt Sarika Aggarwal <u>Syiem IDAS, Addl.</u> <u>CDA</u>

ANNEXURE-"B"

Participants for Training course on "Training course for SAS Part-I Candidates" w.e.f 01/09/2014 to 05/09/2014.

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Sl. No.	Name	A/C No.	Grade	Section/Sub-office where serving
1	Ngurlienthang	8339764	Auditor	AO GE Shillong
2	Babu Ram Singh	8339780	Auditor	AO GE(I) Kumbhirgram
3	Prosenjit Das	8339762	Auditor	AAO BSO(AF) Jorhat
4	Suchitra Parida	8339767	Clk.	AO GEJorhat
5	Arvind Kumar	8337540	SA	AO GE Missamari
6	Kumar Vikrant Sinha	8339810	Auditor	MO CDA Guwahati
7	T PauthanSang	8337671	SA	PAO(ORs) ARC Shillong
8	Sita Ram Meena	8339803	Auditor	ALAO 313Coy ASC (SUP)
9	Ratnesh kumar Sinha	8339821	Auditor	ALAO 313Coy ASC (SUP)
10	Sattish Kumar	8339844	Auditor	PAO(ORs) 58GTC Shillong
11	Rahmet Arya	8339845	Auditor	MO CDA Guwahati
12	Jitendra kumar Sah	8339801	Auditor	MO CDA Guwahati
13	Jitendra Kumar	8339772	Auditor	AO GE Tezpur
14	Bappi Das	8348613	Auditor	AO GE(I) Agartala
15	Tripurari Kumar Gupta	8339807	Auditor	LAO(A) Guwahati
16	R B Prasad	8339837	Auditor	LAO (A) Guwahati
17	Dipak kumar Rabha	8331643	SA	MO CDA Guwahati
18	K.T. Singh	8335441	SA	MO CDA Guwahati
19	Sandilya Kumar	8339822	SAS(A)	MO CDA Guwahati
20	Ananya Batabyal	8348612	SAS(A)	AAO BSO Dinjan
21	Chandradhan Viyogi	8339817	SAS(A)	MO CDA Guwahati
22	K Nirojit	8339823	SAS(A)	LAO 222ABOD
23	Sujit Kumar Paul	8334161	SA	MO CDA Guwahati
24	Binod kumar Verma	8337539	SA	AOAGE(I) Umroi
25	Naorem Somorjit Singh	8335173	SA	AO GE 869 EWS
26	Manoj Prabhakarsingh	8339752	SA	AO GE Dinjan
27	T P Luwang	8337470	Auditor	AO GE Narangi
28	Abhimanyu	8337348	SA	LAO 222 ABOD
29	Nand lal Pradhan	8337508	Clk	LAO(A) Guwahati
30	Rupnarayan Muchahary	8338779	SA	MO CDA Guwahati
31	Pradyal Kaman	8335428	SA	LAO(A) Tezpur
32	Anand Masih Lakra	8339758	SA	AO GE 869 EWS
33	Y. Haakip	8335434	SA	AAO Shillong