

No. O&M/101/Vol. VI
O/o the PCDA (SWC)
Jaipur
Date: - 06/12/2012

To
Sh. Jagdeep Ahuja, AO
AN Section

Sub: - **In house training courses**

The competent authority has nominated you as a faculty for the course to be held on the date & time shown below, in this conference hall in the Main office.

Date	Time	Topic	Faculty
11.12.2012 to 12.12.2012	11:00AM to 01:00PM	Course on RTI act. & vigilance	Sh. Jagdeep Ahuja, AO

Please prepare training material and hand over a copy to this section along with a computerized CD.

The list of the participants is on reverse for your information please.

This has the approval of PCDA.

Accounts Officer (O&M)

Copy to: -

1. The OI/C AN-I Section
 2. The OI/C AN-Pay Section
- } For information & necessary action please.
3. The OI/C H/K Section: - For making necessary arrangement in conference hall on given dates & time i.e. Tea, Water etc.
 4. The OI/C R Section: For making arrangement of Stationary / Pen/ Pencil etc.
 5. The OI/C EDP Section: For uploading the above training programme on website.
 6. The OI/C AN-I Sec
 7. The OI/C AN-III Sec
 8. The OI/C IA Sec
 9. The OI/C O&M Sec
 10. The OI/C E Sec
 11. The OI/C S/C Sec
- } Participants may please be informed accordingly.

List of Participants

1. Sh. Surendra Singh, SA, AN-I Sec
2. Sh. V.K. Gaur, Auditor, AN-I Sec
3. Sh. Yogesh Kumar, SA, AN-I Sec
4. Sh. Hargovind Singhal, AN-III Sec
5. Miss Leena Khatri, Auditor, AN-III Sec
6. Sh. Balram Meena, SA, AN-III Sec
7. Sh. Raju lal Meena, SA, S/C Sec
8. Sh. P.C. Gupta, SA, E Sec
9. Sh. Mohan Singh, Auditor, O&M Sec
10. Sh. Ramjilal Meena, SA O&M Sec
11. Sh. Suresh Chand Meena, Auditor, IA Sec
12. Sh. Nahar Singh Meena, Auditor, IA Sec

Accounts Officer (O&M)