



भारतीय लेखापरीक्षा एवं लेखा विभाग  
कार्यालय प्रधान महालेखाकार (लेखापरीक्षा), पंजाब  
Indian Audit & Accounts Department  
Office of the Principal Accountant General (Audit), Punjab  
Plot No. 21, Sector 17-E, Chandigarh – 160 017

कार्यालय आदेश

का.आ.पेंशन एवं प्रशि.कक्ष/O/o 60 दिनांक: 13-02-2025

उप-महालेखाकार के दिनांक 13-02-2025 के आदेशानुसार व.ले.प.अ. के पद पर पदोन्नति के लिए योग्य स.ले.प.अ. का अनिवार्य प्रशिक्षण दिनांक: 18.02.2025 से 13.03.2025 तक 5 वें तल के हॉल में किया जायेगा। सभी उम्मीदवारों को उक्त प्रशिक्षण में भाग लेना अनिवार्य है।

नोट :-

- उम्मीदवारों को प्रशिक्षण शुरू होने से दो दिन पहले SAI Application के द्वारा Registration करना है।
- उम्मीदवारों को प्रशिक्षण खतम होने पर SAI Application के द्वारा दिनांक 13.03.2025 को Feedback form जमा करना है।
- जो योग्य उम्मीदवार किसी कारणवश इस प्रशिक्षण से पहले के प्रशिक्षण में भाग नहीं ले पाए है वो अपने नाम ट्रेनिंग सेल में दे सकते हैं।

इस सम्बन्ध में प्रशिक्षण कार्यक्रम निम्नलिखित है:-

Session – I	10.00 AM to 11.15 AM
Tea Break	11.15 AM to 11.30 AM
Session – II	11.30 AM to 12.45 PM
Office work in their respective sections	12.45 PM to 02.15 PM
Session – III	02.15 PM to 03.30 PM
Tea Break	03.30 PM to 03.45 PM
Session – IV	03.45 PM to 05.00 PM

Day / Cadre	Session	Topic	Name of Faculty
18.02.2025	I	SAO – prospects and entitlements	Smt. Geeta Taneja,

(civil and commercial)	II	Effective Interpersonal Skills – Communication skills and Relationship skills	Sr.AO (3180431)
	III		Sh. Kanti Prasad, Sr. AO (3180441)
	IV	Time management	-Do-
19.02.2025 (civil and commercial)	I	Audit and Accounts mandate of CAG	Smt. Geeta Taneja, Sr.AO (3180431)
	II	Procurement of Goods, Services and Works	Smt. Neha Sharma, AAO (3181462)
	III	Procurement of Goods, Services and Works Contd...	Sh. Manjeet Singh, AAO (3181023)
	IV	Procurement of Goods, Services and Works	-Do-
20.02.2025 (civil and commercial)	I	Gender Sensitisation	-Do-
	II	Legal matters in IAAD	Smt. Reena, Sr. AO, (3180330)
	III	Disciplinary Issues	Sh. Ashwani Kumar Sharma, Sr. AO (3180368)
	IV	Ethics & Governance	-Do-
21.02.2025 (civil and commercial)	I	INTOSAI framework	Smt. Reena, Sr. AO, (3180330)
	II		Sh. Deepak K. Dhingra, Sr.AO (3180320)
	III	INTOSAI Framework of Professional Pronouncements	-Do-
	IV	Financial Audit	Sh. Sanjiv Kumar, Sr.AO (3180106)
24.02.2025 (civil and commercial)	I	Overview of Data Analytics	Sh. Nitin, AAO (3181463)
	II	IT Security & Emerging applications in IA&AD	-Do-
	III	Computer Assisted Audit Techniques (CAATs)-Data Analytics	Sh. Vaibhav Singh, AAO (3181546)
	IV		-Do-
25.02.2025 (civil and commercial)	I	Principles of Budgeting	Sh. Raman Dutta, AAO (3181377)
	II	PFMS & iBEMS	-Do-
	III	Revenue for both Union and State	Sh. Sunil Kumar,

		Government	Sr. AO (3180349)
	IV	Role of Audit in relation to Cases of Fraud and Corruption	Smt. Geeta Taneja, Sr.AO (3180431)
03.03.2025 (civil and commercial)	I	Fund flows among Union and States	Sh. Sunil Kumar, Sr. AO (3180349)
	II	An Overview of role and responsibilities of SAO	Smt. Geeta Taneja, Sr.AO (3180431)
	III	Leadership and Human Resource Management	-Do-
	IV		-Do-
04.03.2025 (civil and commercial)	I	An Overview of role and responsibilities of SAO	Smt. Reena, Sr. AO, (3180330)
	II		-Do-
	III	An Overview of role and responsibilities of SAO Contd...	-Do-
	IV	Stress Management	Smt. Geeta Taneja, Sr.AO (3180431)
05.03.2025 (civil and commercial)	I	Audit of extended public sector	Smt. Savita Marwaha Sr.AO (5011279)
	II		-Do-
	III	Professional Drafting	Sh. Sanjiv Kumar, Sr.AO (3180106)
	IV	Follow-up of Reports	-Do-
06.03.2025 (civil and commercial)	I	Audit Quality Management Framework	Smt. Kavita Gupta, Sr. AO (5011904)
	II	Compliance Audit	-Do-
	III	Risk Based Audit Approach and Use of Sampling in Audit	Smt. Savita Marwaha Sr.AO (5011279)
	IV	Performance Audit	-Do-
07.03.2025 (civil and commercial)	I	Audit of Contracts	Sh. Deepak K. Dhingra, Sr.AO (3180320)
	II	Audit of Public works and projects	-Do-
	III	Overview of PPP Audit	Sh. Rajiv Sood, Sr.AO (3180393)
	IV	Overview of a Revenue system-Goods	Sh. Parveen Kumar

		and services Tax	Sr.AO (3180103)
10.03.2025 (civil and commercial)	I	Right to Information Act	Sh. Dhanraj Lawadia, AAO (3181757)
	II	Big data management	Sh. Vishal Goel, AAO (5012535)
	III	Computer Assisted Audit Techniques (CAATs)-Data Analysis	-Do-
	IV		-Do-
11.03.2025 (civil)	I	Overview of Government Accounts	Sh. Sunil Kumar, Sr. AO (3180349)
	II	Overview of Government Accounts (Continued)	-Do-
	III	Overview of Model Accounting System for Panchayats	Sh. Akhileshwar Mishra Sr.AO (3181088)
	IV	Overview of Municipal Accounting System	-Do-
12.03.2025 (civil)	I	Case Study and Group Discussion on a para typical of Civil Audit of Expenditure	Sh. Rajiv Sood, Sr.AO (3180393)
	II	Case Study and Group Discussion on a para typical of Civil Audit of Expenditure (Continued)	-Do-
	III	Overview of Revenue Audit Audit of Direct Taxes	Sh. Sanjiv Kumar, Sr.AO (3180106)
	IV	Overview of Revenue Audit Audit of Direct Taxes (Continued)	-Do-
13.03.2025 (civil)	I	Overview of Revenue Audit-Indirect Taxes	-Do-
	II	Overview of Revenue Audit-Indirect Taxes (Continued)	-Do-
	III		Training Cell
	IV	<b>Feedback and Valediction</b>	Do-
11.03.2025 (commercial) At 6 <sup>th</sup> floor hall	I	Commercial Audit-Typical features	Smt. Kuldeep Kaur, Sr. AO (5011785)
	II	Commercial Audit-Typical features	-Do-
	III	Legal provisions on Company Accounts and Audit	Smt. Monika, Sr. AO (5011683)
	IV	Legal provisions on Company Accounts and Audit	-Do-
	I	Ind AS	Sh. Sahil Singla, Aao (5012589)



12.03.2025 (commercial) At 6 <sup>th</sup> floor hall	II	Ind AS	-Do-
	III	Legal and regulatory provisions on Corporate Governance and Ethics	Smt. Kavita Gupta, Sr. AO (5011904)
	IV	Legal and regulatory provisions on Corporate Governance and Ethics	-Do-
13.03.2025 (commercial) At 6 <sup>th</sup> floor hall	I	Case Study and Group Discussion on Audit Report on Financial Reports of CPSEs	Smt. Savita Marwaha Sr.AO (5011279)
	II	Case Study and Group Discussion on Audit observation relating to a PSU	-Do-
	III	<b>Feedback and Vaediction</b>	Training Cell
	IV		Do-

PUSHPENDRA GEHLOT

उप-महालेखाकार (प्रशासन )

पृष्ठांकन संख्या: पेंशन एवं प्रशि.कक्ष/प्रशिक्षण/ व.ले.प.अ. 2024-25/631-14 दिनांक: 14/02/25

प्रतिलिपि निम्नलिखित को आवश्यक कार्यवाही हेतु प्रेषित की जाती है:-

1. प्रधान महालेखाकार के सचिव।
2. उप-महालेखाकार (प्रशासन) के गोपनीय/सहायक।
3. उप निदेशक(प्रशासन), कार्यालय प्रधान निदेशक लेखा परीक्षा (केंद्रीय) चंडीगढ़।
4. व.ले.प.अ. (प्रशासन), कार्यालय प्रधान निदेशक लेखा परीक्षा (केंद्रीय) चंडीगढ़।
5. व.ले.प.अ. (मुख्यालय – AMG-I/AMG-II/AMG-III/AMG-IV/AMG-V) (प्रशा-I/ प्रशा-II/ प्रशा-III/ओ.ई.-I/ ओ.ई.-II/आर. टी. आई./संपदा प्रबंधन कक्ष/हिंदी कक्ष/राज्य वित्त प्रकोष्ठ /पुस्तकालय अनुभाग/रिपोर्ट्स (सिविल/वाणिज्य/राजस्व) /केंद्रीय समन्वय कक्ष/पी.ए.सी./आ.न.ले.प./)
6. व.ले.प.अ.(ई.डी.पी. सेल), कृपया कार्यालय आदेश को कार्यालय की वेबसाइट पर उपलब्ध करवाने की व्यवस्था करे।
7. स्थानीय लेखा परीक्षा अधिकारी,पी.एस.पी.सी एल. (पी.अस.ई.बी.मुख्यालय काम्प्लेक्स) पटियाला
8. स.ले.प.अ.( प्रशा-III), दिनांक 18.02.2025 से 13.03.2025 तक प्रशिक्षण हॉल, 5 वां तल व 6 वां तल( केवल 11.03.2025 से 13.03.2025) बुक करने की कृपया करे।
9. सम्बंधित अधिकारी।
10. सम्बंधित अधिकारी, उपरोक्त विषय पर व्याख्यान देने हेतु।
11. कार्यालय आदेश फाईल।
12. सभी सूचना पट्ट।

2/21  
14/2/25  
वरिष्ठ लेखा परीक्षा अधिकारी (पेंशन एवं प्रशिक्षण कक्ष)

LIST OF ELIGIBLE AAOs (CIVIL & COMMERCIAL)					
Sr. No.	PUCDA	Name	(Civil/ Commercial)	Date of Appointment's AAO	Remarks, if any
01	3181139	MUNISH SHARMA	Civil	02.02.2018	
02	3181246	PARAMPREET SINGH	Civil	02.02.2018	
03	3181270	RUPANSH	Civil	02.02.2018	
04	3181141	MAMTA	Civil	02.02.2018	
05	3181329	NARENDRA KUMAR	Civil	02-02-2018	
06	3181547	PRITAM KUMAR	Civil	03-05-2018	
07	3181227	NEERAJ SHARMA	Civil	17-07-2018	
08	3180991	RAVI KUMAR	Civil	17-07-2018	
09	3180917	RAM NARESH	Civil	17-07-2018	
10	3180945	GAURAV SINGH	Civil	17-07-2018	
11	3181016	RAJNESH KUMAR	Civil	17-07-2018	
12	3181259	ANANT KUMAR MEENA	Civil	17-07-2018	
13	3181280	DHARA SINGH MEENA	Civil	18-07-2018	
14	3181579	RAM PRAKASH	Civil	31-07-2018	
15	3181549	ANIL KUMAR	Civil	07-05-2018	
6	3181546	VAIBHAV SINGH	Civil	02-05-2018	
17	3181552	ROBIN GUPTA	Civil	23-05-2018	
18	3181551	SATYANARAIN	Civil	21-05-2018	
19	3181550	SAGAR SAINI	Civil	10-05-2018	
20	3181545	SIDDHANT SHARMA	Civil	02-05-2018	On deputation with PDA (I & CA), New Delhi
21	3181548	AKHILESH KUMAR YADAV	Civil	07-05-2018	
22	3181011	ABHISHEK AZAD	Civil	04-08-2017	
23	3181334	SATPAL SINGH DHUNNA	Civil	04-08-2017	
24	JKSRA 3070822	VINOD KUMAR NANIWAL	Civil	15.05.2018	
25	5013176	AKASH	Commercial	30.05.2018	
26	5013136	HEMANT HANDA	Commercial	03.05.2018	
27	5013213	MANPREET SINGH	Commercial	17.05.2018	
28	5013173	MAYANK YADAV	Commercial	07.05.2018	
29	5013162	NIRMALLJEET SINGH SIDHU	Commercial	09.05.2018	
30	5013153	PARAS KAKKAR	Commercial	09.07.2018	
31	5013224	PAWAN KUMAR	Commercial	11.05.2018	

32	5013129	RAMESH GOYAL	Commercial	28.06.2018	
33	5013178	RUPASH SHARMA	Commercial	16.05.2018	
34	5013119	VAIBHAV SAINI	Commercial	10.09.2018	
35	5013172	DAVENDER	Commercial	14.05.2018	
36	3060952	VINEET KANGI	Civil	16.05.2018	

26/14/25  
वरिष्ठ लेखा परीक्षा अधिकारी (पेंशन एवं प्रशिक्षण कक्ष )

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