

OFFICE OF THE SR.DY. ACCOUNTANT GENERAL(A&E), SIKKIM, GANGTOK.

OFFICE ORDER

O.O.No. 244

Dated : 1/12/2020

The following officers/officials are nominated to attend in-housing training on website and working on IT environment which will be held on 02.12.2020 in the examination hall as per the time schedule mentioned below.

Name & Designation	Section	Field	Time	Faculty
Shri N. G. Bhutia, AAO	EDP/VLC-I	Website	10.30 am to 11.30 am Tea break 12.00 am to 01.00 pm	R. Biswakarma
Shri S. Mukherjee, AAO	VLC-II	Website		
Shri G. Tamang, AAO	VLC-III	Website		
Smt. Dawa L. Bhutia, Sr. Acctt	Book	Website		
Miss Richa, Jr. Translator	Admn	Website for Hindi		
Shri Vijay Kumar, DEO Shri Utsav Deb, CT	Admn	*Website/Online Inventory/GeM/e- office/Installation of antivirus	2.00 pm to 03.00 pm Tea break 03.30 pm to 4.30 pm	R. Biswakarma Sumit for GeM NIC, Local

- i) Training on GeM will be imparted by Shri Sumit on his rejoin the duty.
- ii) Training for installation of anti virus by NIC will be notified in due course.

After completion of training, they will attend the work related to website and IT environment. Branch Officer/AAO of concerned section shall utilize their service while allotting sectional work.

(Authority: DAG's approval dated 23.11.2020 )

Sd/-

SR. ACCOUNTS OFFICER/ADMN

No: Admn/in-house trg./2020/

Dated:

Copy forwarded for information and necessary action to :

- 1 Secy. to AG
2. CA to DAG
3. All Branch officers
4. Person concerned.
- ✓ 5. Office order file
6. Notice Board

  
1.12.2020  
SR. ACCOUNTS OFFICER/ADMN