



कार्यालय प्रधान महालेखाकार (लेखापरीक्षा- II)  
तमिलनाडु और पुदुचेरी  
Office of the Principal Accountant General (Audit - II)  
Tamil Nadu & Puducherry  
" LEKHA PARIKSHA BHAVAN " , 361, ANNA SALAI,  
TEYNAMPET, CHENNAI - 600 018



सं.प्र.मले(लेप-2)/प्रशा./VIII/7-382/2024-25/212

दिनांक/Dt.:21.11.2024

No. PAG (Audit-II)/Admn./VIII/7-382/2024-25/212

**CIRCULAR NO.21**

Hqrs. Office has directed to complete the Training Needs Analysis by all the employees for the year 2025-26 so as to devise training courses and for allotment of slots by the respective RCB&KIs. **Officers may submit their training needs for the courses they wish to be trained. Officials may also submit their training needs for the courses they wish to be trained other than the courses which are exclusively designated for SAOs/AAOs.**

In this connection all Officials/Officers are requested to log into <https://training.cag.gov.in/Login.aspx/> with official User e-mail ID & password. Under **General user - Menu - Training needs analysis - Participate in Training needs Analysis - Subjects you wish to be trained in 2025-26**, the officials can select one or more topics for which they need training and submit. (Password is the official's mobile number which is registered in the official email. If the mobile number does not work as password, kindly press 'forget password' and create new password. All the employees may download Kavach App from google play store/app store and key-in their password followed by the random number generated in **Kavach App**, which is the authentication to secure their e- mail access).

All the Officials/Officers may log into SAI training portal to submit their choice in "Participate in Training needs Analysis" for the year 2025-26 to devise the Annual Training Programme for the year 2025-26. The last date for submission is **27.11.2024**.

(vide orders of Sr.DAG/Admn.)

Sr. Audit Officer/Admn.

Copy to

All Group Officers  
All Branch Officers  
Notice Board.