



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
ODISHA, BHUBANESWAR-751001**

OOC No: 508

Date:11.09.2026

A Micro In-House Training Programme-cum doubt clearing sessions as detailed below will be conducted in the Olive Ridley Hall during the month of September-2026 for the officials/officers listed at Annexure-A.

"PARTICIPATION IN TRAINING IS COMPULSORY FOR ALL"

Sl. No.	Topic / Subject	Date & Time	Faculty
1. (Pen)	General Course:- Authorization of family pension to the unmarried/ widowed/ divorced daughters and disabled children of deceased Govt. servant- Rule position in OCS (P) Rules-1992 and latest orders issued by Finance Department.	15.09.2026 to 17.09.2026 (3 days) (11:00 AM to 01:00 PM)	Shri Om Prakash, AAO
2. (Funds)	General Course:- Noting & Drafting in Final Payment Cases, GPF advance and withdrawal cases. Preparation of deficiency notes and correspondence with the concerned Authorities/Subscribers. Drafting of sanction orders and other communications.	21.09.2026 & 22.09.2026 (2 days) (11:00 AM to 01:00 PM)	Shri D. Dinesh Yadav, AAO
3. (Admn.)	General Course:- Processing of e-bill. Checks to be exercised while processing TA bill, Medical bill etc. Processing of GPF FP cases and Pension/Family pension cases of employees. Procedure for returning e-Bills in case of Discrepancy. PFMS & iBEMS.	23.09.2026 & 24.09.2026 (2 days) (3:00 PM to 05:00 PM)	Shri Subhadarsan Behera, AAO
4. (A/Cs)	General Course:- Introduction to Govt. Accounts. Accounting Procedure of Grant-in-Aids. Scrutiny of AC_DC Bills, UC Bills. Transfer Entry procedure. List of Major Heads & Minor Heads and their Classification. Checking of e-vouchers and compilation procedure in Treasury Accounting Module of VLC with special emphasis on scheme related vouchers where money is transferred to Bank Account of DDOs. Procedure of Transfer Entry in Treasury Accounting Module of VLC. Observation on misclassification between capital and revenue expenditure. Identification of irregular or unauthorized expenditure along with exceptional handling, report generation and trouble shooting. Preparation of Finance & Appropriation Accounts.	28.09.2026 to 30.09.2026 (3 days) (11:00 AM to 01:00 PM)	Shri Ram Balak Sharma, AAO

**Sd/-
Sr. Deputy Accountant General (Admn.)**

Date:11.09.2026

No./T&E/IHT/2026-27/ 117(8)

Copy forwarded for information and necessary action to: -

1. Sr. Deputy Accountant General (Works Accounts, Puri)/ Deputy Accountant General (Accounts & VLC)/ Deputy Accountant General (Pension)/Deputy Accountant General (Funds).
2. Sr. Pvt. Secretary to P.A.G /P.A.G's Secretariat.
3. Pay & Accounts Officer.
4. BO /T.M/F.M/P.M/Admn. with a request to circulate among the trainees and ensure full participation.
5. BO/O.M with a request to provide writing Pads / pens.
6. BO/EDP with a request to provide logistics support on the training days.
7. The Faculties concerned.
8. Trainees concerned/Notice Board

[Signature]
11/9/26

Annexure-A
(LIST OF TRAINEES FOR SEPTEMBER-2026)

Sl. No	Names (Shri/Smt/Ms)	Section/	Programme/Date/Time/ Name of Faculty
1.	SATEESH YADAV	PEN_7	15.09.2026 (1 day) (11:00 AM to 01:00 PM) General Course:- Authorization of family pension to the unmarried/ widowed/ divorced daughters and disabled children of deceased Govt. servant- Rule position in OCS (P) Rules-1992 and latest orders issued by Finance Department. Faculty Shri Om Prakash, AAO
2.	SUSANTA KUMAR BEHERA	PEN_7	
3.	BADAVATHU SRINIVAS	PEN_7	
4.	DUKHABANDHU NAIK	PEN_7	
5.	SAUBHAYA KUMAR SAHOO	PEN_7	
6.	SURENDRA KUMAR SAHOO	PEN_LIB	
7.	MANORANJAN DAS	PEN_LIB	
8.	LINGARAJ DWIBEDI	PEN_LIB	
9.	JAMI SANJAY KUMAR	SAI_10	
10.	SMT. PRAVA KANGARI	SAI_10	
11.	MITHUN KUMAR JENA	SAI_10	
12.	PRADIP KUMAR	SAI_10	
13.	SAURAV KUMAR	SAI_2	
14.	UJJAWAL KUMAR	SAI_2	
15.	SASHIKANTA SHANKUA	SAI_2	
16.	PRAJJWAL UPADHYAY	SAI_2	
17.	VANDRANGI SIREESHA	SAI_2	
18.	DURYODHAN NAIK	SAI_2	
19.	DHRITI RANI	SAI_2	
20.	AMIT KUMAR BHAWAL	SAI_2	
21.	SANJAY KUMAR PANDA	SAI_9	
22.	NAYAN KUMAR NANDA	SAI_9	16.09.2026 (1 day) (11:00 AM to 01:00 PM) General Course:- Authorization of family pension to the unmarried/ widowed/ divorced daughters and disabled children of deceased Govt. servant- Rule position in OCS (P) Rules-1992 and latest orders issued by Finance Department. Faculty Shri Om Prakash, AAO
1.	RANKANIDHI BEHERA	FSS	
2.	RAJENDRA PR. HEMBRAM	FSS	
3.	BAIDYA NATH DASH	FSS	
4.	GURU CHARAN PANDA	SAI_3	
5.	PRADEEP KUMAR NAYAK	SAI_3	
6.	MAULICK DEB	SAI_3	
7.	KRISHNA SINGH	SAI_3	
8.	JITASHA MISHRA	SAI_3	
9.	PRASHANT KUMAR MONDAL	SAI_3	
10.	SHARADA KUMAR HASDA	SAI_3	
11.	AMAN GOYAL	SAI_4	
12.	MANISH KUMAR	SAI_4	
13.	RASMITA BEHERA	SAI_4	
14.	MANIDIPA SARKAR	SAI_4	
15.	RAJESH SAHOO	SAI_4	
16.	SAROJ KUMAR SAHOO	SAI_4	
17.	ABHISEK KUMAR CHAUDHURY	SAI_4	
18.	SONI KUMARI SHAW	SAI_4	
19.	ASHLOK SINGH	SAI_4	
20.	SMT. SUMITRA KANHAR	SAI_9	
21.	SUKANTA KUMAR DAS	SAI_9	
22.	SELLIN SEKAN CHAUDHURY	SAI_9	
23.	MS. SUBHASHREE SAHANI	SAI_9	

1.	RAJALAXMI MALLICK	SAI 5
2.	JYOTI KUMAR EKKA	SAI 5
3.	SONU	SAI 5
4.	MANOJ LAKRA	SAI 5
5.	TAPAS KUMAR DAS	SAI 5
6.	MANISH	SAI 5
7.	PRANSHU PRIYA	SAI 5
8.	YOGESWAR GORAIN	SAI 6
9.	SUSHILA HANHAGA	SAI 6
10.	DHEERAJ KUMAR	SAI 6
11.	NILAMADHAB BEHERA	SAI 6
12.	SANJAY DAS	SAI 7
13.	AMEETA SAMAL	SAI 7
14.	SMT. KAMINI KALA AICH	SAI 7
15.	RABINARAYAN BEHERA	SAI 7
16.	PRAVEEN KUMAR	SAI 7
17.	ASOKA KUMAR DAS	SAI 7
18.	CHANDRA MOHAN MARANDI	SAI 8
19.	ARATI MISHRA	SAI 8
20.	ASHISH PRASAD	SAI 8
21.	TUSHAR KANTI GHOSH	SAI 8
22.	ABHAY KUMAR SINHA	SAI 8
23.	ADITYA PRAKASH	SAI I
24.	GAYATRI KAR	SAI I
25.	DEBASISH PAIKARAY	SAI I
26.	MUKESH KUMAR SINGH	SAI I
1.	ROHIT KUMAR	FUND-1
2.	LINGARAJ NANDAN BEHERA	FUND-1
3.	CHHABILATA MALLIK	FUND-1
4.	MALABIKA MOHANTY	FUND-1
5.	K V P RAMA RAO	FUND-1
6.	JAYA NARAYAN BEHERA	FUND-1
7.	YOGESH SOLANKI	FUND-2
8.	AJAYA KUMA SAHANI	FUND-2
9.	MUKESH KUMAR II	FUND-2
10.	NAVNEET KUMAR	FUND-3
11.	MARA MUNDA	FUND-3
12.	BALAJI PRASAD PATTHAIK	FUND-3
13.	LOVELY ANAND	FUND-4
14.	TEOPHIL KIJUR	FUND-4
15.	CHANDRA SEKHAR BEHERA	FUND-4
16.	KANCHANI NAIK	FUND-4
17.	KANHAIYA LAL CHOURASIA	FM
18.	ASHOK KUMAR PATTNAYAK	FM
19.	RUMA JHA	FM
20.	BRAJA KISHORE NAYAK	FM
21.	SHEETAL JHA	FMS
22.	BIRBAL RAM	FMS
23.	BASUDEB JENA	FUND-LIB
24.	K.NILACHALAM	FUND-LIB
25.	PINKY GURLIA	GPF-SS
26.	BIPLAB SAMANTARAY	GPF-CL

17.09.2026
(1 day)
(11:00 AM to 01:00 PM)

General Course:-

Authorization of family pension to the unmarried/ widowed/ divorced daughters and disabled children of deceased Govt. servant- Rule position in OCS (P) Rules- 1992 and latest orders issued by Finance Department.

Faculty

Shri Om Prakash, AAO

21.09.2026
(1 day)
(11.00 AM to 01:00 PM)

General Course:-

Noting & Drafting in Final Payment Cases, GPF advance and withdrawal cases, Preparation of deficiency notes and correspondence with the concerned Authorities/Subscribers. Drafting of sanction orders and other communications.

Faculty

Shri D. Dinesh Yadav, AAO

1.	PRIYA CHANDAN KUMAR	FUND-5
2.	HRUSHIKESH NAYAK	FUND-5
3.	DEBABHAKTA BEJ	FUND-5
4.	POUSHALI GHATAK	FUND-5
5.	PUSHPITA BISWAS	FUND-6
6.	PRADEEP K PRADHAN	FUND-6
7.	PUSPANJALI PARIDA	FUND-6
8.	KAILASH KUMAR	FUND-7
9.	S. SEKHAR MOHANTY	FUND-7
10.	PURNIMA NAYAK II	FUND-7
11.	AMRIT KUMAR GOUDA	FUND-8
12.	BRAJA KISHORE NAIK	FUND-8
13.	AMAL PAL	FUND-8
14.	AFSANA RIZWI	FUND-9
15.	ANASTACIA EKKA	FUND-9
16.	PHILMON TETE	FUND-9
17.	AKSHAYA KUMAR	FUND-10
18.	PRASAN TIRKEY	FUND-10
19.	SONIKA KUMARI	FUND-10
20.	DILIP KUMAR DUBEY	FUND-11
21.	BIRENDRA KUMAR	FUND-11
22.	MD. A. HOSSAIN FAROOQUE	FUND-11
23.	RATI NAIK	FUND-11
24.	JAYANTA ROUT	GPF-DEBIT
25.	PRANJAL KUMAR PANDEY	GPF-SS
26.	PARTHASARATHI SWAIN	GPF-CL
1.	SAMIR KUMAR NAYAK	PAO-1
2.	ABANI KANTA GIRI	PAO-1
3.	NIKHIL PRADHAN	PAO-1
4.	PURNIMA NAIK-I	PAO-2
5.	AJAY KUMAR PRADHAN	PAO-2
6.	DINESH KUMAR	PAO-2
7.	TARANNUM JAHAN	PAO-3
8.	BHAGYASHREE S. JENA	PAO-3
9.	RAJENDRA KU TRIPATHY	PAO-3
10.	SHWETA SAGARIKA	PAO-3
11.	AYJUB KERKETTA	PAO-3
12.	JYOTSNA NAYAK	PAO-3
13.	TEJ KUMAR TIRKEY	PAO-4
14.	SUJIT KUMAR RAY	PAO-4
15.	YACHHITA HANSDAH	PAO-4
16.	VIVEK SHAKYA	PAO-4
17.	LOPAMUDRA DAS	PAO-4
18.	SAMRAT CHAKRABORTY	ADMN
19.	JAJATI KISHOR MAJHI	OE
20.	REENA BARIK	OE
21.	CHIIRANJIB SARKAR	OE
22.	SACHIDANANDA DALBEHERA	OE
23.	RADHIKA KUMARI	OE
24.	SACHIN PRATAP	OE

22.09.2026
(1 day)
(11.00 AM to 01:00 PM)

General Course:-
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Faculty
Shri D. Dinesh Yadav, AAO

23.09.2026 & 24.09.2026
(2 days)
(3:00 PM to 05:00 PM)

General Course:-
Processing of e-bill. Checks to be exercised while processing TA bill, Medical bill etc.
Processing of GPF FP cases and Pension/Family pension cases of employees. Procedure for returning e-Bills in case of Discrepancy. PFMS & iBEMS.

Faculty
Shri Subhadarsan Behera, AAO

1.	SIKATA NAYAK	V.L.C.-1
2.	DEEPAK SINGH PARIHAR	V.L.C.-1
3.	NEMANI SAIMOHAN	V.L.C.-1
4.	SUSANTA GHOSE	V.L.C.-1
5.	TUNTUN KUMAR	V.L.C.-1
6.	BIKASH KUMAR JHA	V.L.C.-2
7.	SUKANTA KUMAR SAHOO	V.L.C.-2
8.	PRABHAT KUMAR MOHAPATRA	V.L.C.-2
9.	DHRUV RAWAT	V.L.C.-2
10.	HARSHIT KUMAR RATHOD	V.L.C.-2
11.	BEDABYAS KALLO	V.L.C.-3
12.	UMA SANKAR BHARADWAJ	V.L.C.-3
13.	KUNDAN KUMAR	V.L.C.-3
14.	RANJAN KUMAR	V.L.C.-3
15.	SURAJ KUMAR MISHRA	V.L.C.-4
16.	KASHINATH MOHAPATRA	V.L.C.-4
17.	RANJEET KUMAR	V.L.C.-4
18.	DEEPAK KUMAR DASH	V.L.C.-4
19.	HEMANT PRIYA TANK	V.L.C.-5
20.	BINAPANI MOHANTY	V.L.C.-5
21.	SUNIL KUMAR ROUL	V.L.C.-5
22.	KALAGA JAGADEESH	V.L.C.-5

28.09.2026 to 30.09.2026

(3 days)

(11:00 AM to 01:00 PM)

General Course:-

Introduction to Govt. Accounts.
Accounting Procedure of Grant-in-Aids.
Scrutiny of AC_DC Bills, UC Bills.
Transfer Entry procedure. List of Major
Heads & Minor Heads and their
Classification. Checking of e-vouchers
and compilation procedure in Treasury
Accounting Module of VLC with special
emphasis on scheme related vouchers
where money is transferred to Bank
Account of DDOs. Procedure of Transfer
Entry in Treasury Accounting Module of
VLC. Observation on misclassification
between capital and revenue expenditure.
Identification of irregular or unauthorized
expenditure along with exceptional
handling, report generation and trouble
shooting. Preparation of Finance &
Appropriation Accounts.

Faculty

Shri Ram Balak Sharma, AAO