



**Indian Audit & Accounts Department,
Office of the Director General of Audit,
Environment & Scientific Departments, Kolkata Branch
6th Floor, 2nd MSO Building, Nizam Palace,
234/4 AJC Bose Road, Kolkata-700020**

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OFFICE ORDER

O.O. No. Admn./3

Date: 01.04.2022

In pursuance of C&AG's Office Circular No. 308/Trg.Div./20(V)-2010 dated 10.08.2010 and circular letter dated 03.09.2012, Deputy Director has kindly nominated the following officials to participate in the training detailed below:-

Sl. No.	Name of the training course	Date (s) of training	Faculty (S/Shri)	Participants (S/Shri)
1	Documentation for various stages of audit (for AAOs to SAOs)	05.04.2022 (FN) & 06.04.2022 (FN)	Uday Sankar Paul, SAO	1. Arunava Sen, AAO; 2. Brajesh Chandra Pratap, AAO; 3. Akashdeep Mukherjee, AAO; 4. Debdut Mukherjee, AAO;
2	Evidence gathering and Analysis (for AAOs to SAOs)	07.04.2022 (FN) & 08.04.2022 (FN)	Subrata Bandyopadhyay, SAO	5. Sanjoy Mondal, AAO; 6. Raju Kumar Sharma, AAO; 7. Manish Kumar Saw, AAO
3	Awareness on ISSAIs (for AAOs to SAOs)	11.04.2022	Debasis Ghosh, SAO	1. Arunava Sen, AAO; 2. Brajesh Chandra Pratap, AAO;
4	APAR and writing of Performance Appraisals (for AAOs to SAOs)	12.04.2022	Avijit Jana, SAO	3. Akashdeep Mukherjee, AAO; 4. Debdut Mukherjee, AAO; 5. Sanjoy Mondal, AAO; 6. Raju Kumar Sharma, AAO;
5	Report Writing (for AAOs to SAOs)	13.04.2022	Subrata Sarkar, SAO	7. Manish Kumar Saw, AAO; 8. Sandeep Kumar Gond, AAO; 9. Uday Narin Prabhakar, AAO; 10. Mantosh Kumar, AAO

6	GFR provisions related to purchase, Manual on Procurement of Goods, Services(for AAOs to SAOs)	18.04.2022	Kalyan Sarkar, SAO	1. Arunava Sen, AAO; 2. Brajesh Chandra Pratap, AAO; 3. Debdut Mukherjee, AAO; 4. Sanjoy Mondal, AAO; 5. Raju Kumar Sharma, AAO; 6. Manish Kumar Saw, AAO;
7	Audit Quality Management Framework and Standing Order on Role of Audit in Relation to Cases of Fraud and Corruption (for AAOs to SAOs)	19.04.2022	Avijit Jana	7. Sandeep Kumar Gond, AAO; 8. Uday Narin Prabhakar, AAO; 9. Mantosh Kumar, AAO

All the training programmes will be conducted in Classroom mode and each day there will be four sessions of 75 minutes (11:00 AM to 12:15 PM; 12:30 P.M. to 01:45 PM; 02:30 PM to 03:45 PM and 04:00 PM to 05:15 PM). The trainees must ensure registration on SAI portal prior to commencement of the training and submission of Session Feedback after each session and Course Feedback at the end of the course. The Online Impact Assessment must be submitted in time to the concerned Branch Officer of the Section to which the trainee is attached.

This issues with the approval of Deputy Director.

Sd/-
Senior Audit Officer (Admn)

No.-Admn/2(18)/Vol.-XIV/Training/2022-23/98-143

Dated: 01.04.2022

Copy forwarded for information and necessary action to:-

1. The Sr. Audit Officer (Admn), O/o the Director General of Audit, Environment & Scientific Departments, D.G.C.R Building, I.P. Estate, New Delhi-110 002
2. Establishment Section
3. OAD/Central/FAP Section
4. IT Cell
5. Director's Cell
6. Report Section
7. Routine Section

8. GAD/FPA Section
9. Hindi Cell
10. Shri Debasis Ghosh, Sr. Audit Officer
11. Personal file of Shri Debasis Ghosh, Sr. Audit Officer
12. Shri Subrata Bandyopadhyay, Sr. Audit Officer
13. Personal file of Shri Subrata Bandyopadhyay, Sr. Audit Officer
14. Shri Uday Sankar Paul, Sr. Audit Officer
15. Personal file of Shri Uday Sankar Paul, Sr. Audit Officer
16. Shri Kalyan Sarkar, Sr. Audit Officer
17. Personal file of Shri Kalyan Sarkar, Sr. Audit Officer
18. Shri Avijit Jana, Sr. Audit Officer
19. Personal file of Shri Avijit Jana, Sr. Audit Officer
20. Shri Subrata Sarkar, Sr. Audit Officer
21. Personal file of Shri Subrata Sarkar, Sr. Audit Officer
22. Shri Arunava Sen, Asstt. Audit Officer
23. Personal file of Shri Arunava Sen, Asstt. Audit Officer
24. Shri Brajesh Chandra Pratap, Asstt. Audit Officer
25. Personal file of Shri Brajesh Chandra Pratap, Asstt. Audit Officer
26. Shri Akashdeep Mukherjee, Asstt. Audit Officer
27. Personal file of Shri Akashdeep Mukherjee, Asstt. Audit Officer
28. Shri Debdut Mukherjee, Asstt. Audit Officer
29. Personal file of Shri Debdut Mukherjee, Asstt. Audit Officer
30. Shri Sanjoy Mondal, Asstt. Audit Officer
31. Personal file of Shri Sanjoy Mondal, Asstt. Audit Officer
32. Shri Raju Kumar Sharma, Asstt. Audit Officer
33. Personal file of Shri Raju Kumar Sharma, Asstt. Audit Officer
34. Shri Manish Kumar Saw, Asstt. Audit Officer
35. Personal file of Shri Manish Kumar Saw, Asstt. Audit Officer
36. Shri Sandeep Kumar Gond, Asstt. Audit Officer
37. Personal file of Shri Sandeep Kumar Gond, Asstt. Audit Officer
38. Shri Uday Narain Prabhakar, Asstt. Audit Officer
39. Personal file of Shri Uday Narain Prabhakar, Asstt. Audit Officer

40. Shri Mantosh Kumar, Asstt. Audit Officer
41. Personal file of Shri Mantosh Kumar, Asstt. Audit Officer
42. Secretary, Scientific Audit (Category-I) Association, Kolkata,
43. Secretary, Scientific Audit (Category-II) Association, Kolkata,
44. Secretary, Scientific Audit (Category-III) Association, Kolkata,
45. Office Order Book
46. Notice Board

Sd/-

Sr. Audit Officer (Admn.)