



**Indian Audit & Accounts Department,
Office of the Director General of Audit,
Environment & Scientific Departments, Kolkata Branch
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OFFICE ORDER

O.O. No. Admn./33

Date: 07.06.2022

An User-based training on the e-Office will be held in the Conference Room of this office on 09.06.2022 and 10.06.2022 as shown below in two sessions (11:00 AM to 12:15 PM and 12:30 PM to 1:45 PM) each day.

Date	Name and designation of Faculty	Name (Shri/S) and designation of the Participants
09.06.2022	Ms. Chandrani Singha, AAO	<ol style="list-style-type: none">1. Avijit Jana, SAO2. Deepak Kumar Singh, AAO3. Kartick Ch Gayen, AAO4. Tapas Banik, AAO5. Punam Malpani, AAO6. Smriti, HO7. Ruma Mukherjee, Steno Gr.-I8. Beauty Gupta, JT9. Biswajit Bhattacharjee, Asstt. Supervisor10. Ashim Chandra Karmakar, Asstt. Supervisor11. Bichitra Kumar Roy, Asstt. Supervisor12. Palash Parui, Asstt. Supervisor13. Surajit Mandal, Asstt. Supervisor14. Niloy Das, Sr. Auditor15. Tarun Das, Sr. Auditor16. Ranjit Roy, Sr. Auditor

		<ol style="list-style-type: none"> 17. Biswajit Kundu, Sr. Auditor 18. Koushik De, Sr. Auditor 19. Partha Bose, Auditor 20. Shubham Joarder, Auditor 21. Ritwick Chanda, Auditor 22. Rajiv Kumar Mandal, Auditor 23. Suman Gayen, Auditor 24. Ashutosh Mondal, Auditor 25. Sibasish Banerjee, Auditor 26. Yashraj Kumar, DEO Gr. B 27. Sunil Kumar Yadav, DEO Gr. B 28. Rakesh Kumar Choudhary, DEO Gr. A 29. Tapash Kumar Singha, C/T 30. Prabir Purokait, C/T 31. Bikash Maity, C/T 32. Binod Kumar Sah, C/T 33. Anil Kumar Jha, C/T 34. Rahul Garai, C/T 35. Dulal Mondal, C/T
10.06.2022		<ol style="list-style-type: none"> 1. Vijay Kumar Sharma, SAO 2. Moley Mohan Das, SAO 3. Bidhan Chandra Mahato, AAO 4. Sangeeta Barua, AAO 5. Surojeet Kumar Dutta, AAO 6. Swarup Biswas, AAO 7. Bimal Sarkar, Supervisor 8. Anirban Sengupta, Supervisor 9. Nilkamal Barari, Asstt. Supervisor 10. Raj Kumar Bala, Asstt. Supervisor 11. Sharmila Bandyopadhyay, Asstt. Supervisor 12. Uttam Kumar Mitra, Asstt. Supervisor 13. Goutam Debnath, Asstt. Supervisor

		14. Esther Haokip, Sr. Auditor 15. Nabajit Seth, Sr. Auditor 16. Satwik Guhathakurata, Sr. Auditor 17. Hegin Singson, Sr. Auditor 18. Snehangshu Das, Sr. Auditor 19. Subhash Biswas, Auditor 20. Rajiv Ranjan, DEO Gr. A 21. Pinaki Nath, C/T 22. Susmita Saren, C/T
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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..

This issues with the approval of Deputy Director.

Sd/-

Senior Audit Officer (Admn)

No.Admn/2(18)/Vol.-IV/Training/2022-23/1311-1441

Dated: 07.06.2022

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. The Sr. Audit Officer (Admn), O/o the Principal Director of Audit, Industry & Corporate Affairs, D.G.C.R Building, I.P. Estate, New Delhi-110 002
3. Establishment Section
4. OAD/Central/FAP Section
5. IT Cell
6. Director's Cell
7. Report Section
8. Routine Section
9. GAD/FPA Section
10. Hindi Cell
11. Ms. Chandrani Singha, AAO
12. Personal file of Ms. Chandrani Singha, AAO

13. All the trainees and their personal files
14. Secretary, Scientific Audit (Category-I) Association, Kolkata,
15. Secretary, Scientific Audit (Category-II) Association, Kolkata,
16. Secretary, Scientific Audit (Category-III) Association, Kolkata,
17. Office Order Book
18. Notice Board

Sd/-

Sr. Audit Officer (Admn.)