

कार्यालय प्रधान महालेखाकार (ले. व ह.) हरियाणा, चण्डीगढ़

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) HARYANA, CHANDIGARH

कार्यालय आदेश/OFFICE ORDER

Theoretical training (online) to newly recruited 33 (Thirty three) Divisional Accountants (On Probation) is in process w. e. f. 25-01-2021 and will last upto 06-04-2021. The following Divisional Accounts Officers have been assigned with the lectures of various topics as mentioned against their names in place of Sh. Surender Pal, Sr. DAO.

08-03-21	10:00 AM to 10:45 AM	Workshop Suspense and Workshop transactions w.r.t. Receipt and Payment – Classification thereof	Savin Kumar, DAO-I
	11:15 AM to 12:00 PM	Non Govt. works which are sometimes required to be undertaken by PWD and how such transactions are accounted for in the Public Works Account of a Division office.	Savin Kumar, DAO-I
	02:00 PM to 02:45 PM	Bank Reconciliation & Preparation of Trial Balance	N. K. Juneja, DAO-I
	03:15 PM to 04:00 PM	Bank Reconciliation & Preparation of Trial Balance	N. K. Juneja, DAO-I
11-03-21	10:00 AM to 10:45 AM	Provision and Reserve, Depreciation	Jagdish Sidana, DAO-I
	11:15 AM to 12:00 PM	Provision and Reserve, Depreciation	Jagdish Sidana, DAO-I
	02:00 PM to 02:45 PM	Leave Travel Concession Rules	Varun Vani, DAO-II
	03:15 PM to 04:00 PM	Leave Travel Concession Rules	Varun Vani, DAO-II
15-03-21	10:00 AM to 10:45 AM	Financial Statements-Trading Account, Profit & Loss Account and Balance Sheet	N. K. Juneja, DAO-I
	11:15 AM to 12:00 PM	Financial Statements-Trading Account, Profit & Loss Account and Balance Sheet	N. K. Juneja, DAO-I
	02:00 PM to 02:45 PM	Transportation, Child Care, Conveyance Allowances, Fee and Honorarium	Durgesh Meena, DAO-I
	03:15 PM to 04:00 PM	Transportation, Child Care, Conveyance Allowances, Fee and Honorarium	Durgesh Meena, DAO-I
17-03-21	02:00 PM to 02:45 PM	Balance Sheet with Adjustment	Jagdish Sidana, DAO-I
	03:15 PM to 04:00 PM	Balance Sheet with Adjustment	Jagdish Sidana, DAO-I
23-03-21	10:00 AM to 10:45 AM	Cost Accounting Objectives	N. K. Juneja, DAO-I
	11:15 AM to 12:00 PM	Cost Accounting Objectives	N. K. Juneja, DAO-I
	02:00 PM to 02:45 PM	Fixation of Pay	Harvinder Miglani, DAO-I
	03:15 PM to 04:00 PM	Fixation of Pay	Harvinder Miglani, DAO-I

31-03-21	10.00 AM to 10:45 AM	Revision Of PW Accounts and Procedure (Practical)	Savin Kumar, DAO-I
	11:15 AM to 12:00 PM	Revision Of PW Accounts and Procedure (Practical)	Savin Kumar, DAO-I
	02:00 PM to 02:45 PM	Revision Of PW Accounts and Procedure (Practical)	Harvinder Miglani, DAO-I
	03:15 PM to 04:00 PM	Revision Of PW Accounts and Procedure (Practical)	Harvinder Miglani, DAO-I
06-04-21	10.00 AM to 10:45 AM	Revision of Elementary Book Keeping	N. K. Juneja, DAO-I
	11:15 AM to 12:00 PM	Revision of Elementary Book Keeping	N. K. Juneja, DAO-I
	02:00 PM to 02:45 PM	Revision of Elementary Book Keeping	Jagdish Sidana, DAO-I
	03:15 PM to 04:00 PM	Revision of Elementary Book Keeping	Jagdish Sidana, DAO-I

*Sd/-*  
उपमहालेखाकार (कार्य)  
Deputy Accountant General (Works)

No. WM (A)/DA/Theor.Trng./2021-22/2388

Dated: 05-03-2021

**Copy of the above is uploaded on Office Website for information to the following:-**

1. Sh. Savin Kumar, DAO-I, Provincial Division No.1 PWD B&R, Charkhi Dadri, Haryana.
2. Executive Engineer, Provincial Division No.1 PWD B&R, Charkhi Dadri, Haryana.
3. Sh. Nand Kishore Juneja, DAO-I, Provincial Division PWD B&R, Narwana, Haryana.
4. Executive Engineer, Provincial Division PWD B&R, Narwana, Haryana.
5. Sh. Jagdish Sidana, DAO-I, Provincial Division No.I, PWD B&R, Ambala Cantt., Haryana.
6. Executive Engineer, Provincial Division No.I, PWD B&R, Ambala Cantt., Haryana.
7. Sh. Varun Vani, DAO-II, Public Health Engineering Division, Mohindergarh, Haryana.
8. Executive Engineer, Public Health Engineering Division, Mohindergarh, Haryana.
9. Durgesh Meena, DAO-I, Public Health Engineering Division, Gurugram, Haryana.
10. Executive Engineer, Public Health Engineering Division, Gurugram, Haryana.
11. Sh. Harvinder Miglani, DAO-I, Public Health Engineering Division No. III, Rohtak, Haryana.
12. Executive Engineer, Public Health Engineering Division No. III, Rohtak, Haryana.

  
Sr. Accounts Officer WM (A)