



GOVERNMENT OF SIKKIM
FINANCE, REVENUE AND EXPENDITURE DEPARTMENT
GANGTOK

NO 1176 /Fin/SSAS

Dated 25/02/2014

To

The All Heads of Departments
Government of Sikkim
Gangtok

Sub: Compulsory Training for Probationer –Accounts Clerks

Sir/Madam,

The Finance Revenue and Expenditure Department is organizing full day training programmes for newly recruited Accounts Clerk for completion of their probation period as required under the Sikkim Subordinate and Accounts Rules. The training will be a full day course i.e. from 10.00 to 4.00 pm for each working day and is scheduled for the following dates:

- 1) 21st April 2014 to 17th May 2014
- 2) 19th May 2014 to 21st June 2014
- 3) 23rd June 2014 to 19th July 2014

All newly recruited Accounts Clerks are required to undergo the training course during the probationary period for successful completion of their probation period. This is a compulsory training to all the Accounts Clerk who were appointed and yet not completed their probation period. The list of Accounts Clerks nominated to undergo the said training at AATI alongwith their period of training is enclosed at Annexure-I. Probationers are not allowed to attend the training other than the schedule date as prescribed in the annexure.

All Heads of Departments are requested to kindly depute the Accounts Clerk of your Department for the said training at AATI on the stipulated date.

Thanking you,

Yours faithfully,

Sd/-

(M.G. Kiran), IAS

Principal Secretary,

Finance Revenue and Expenditure Department

Encl: ANNEXURE- I

Copy to:

1. The Principal Director, Accounts & Administrative Training Institute,
2. All Members of Sikkim Finance & Accounts Service
3. Office copy