



FINANCE DEPARTMENT
GOVERNMENT OF SIKKIM

NO. 03/ FIN/ADM

Dated: 28 /08/2024

Training Notice

Reference Circular No. 02/FIN/ADM, Dated:16/08/2024, the training program for the Drawing and Disbursing Officers and their subordinate staff on usage of Works module of Pranali is scheduled from 2nd September to 13th September. The venue of the training is at SMIT Majhitar, Civil Engineering Complex. The batches for the said training along with list of trainees is notified herewith in Annexure I- V. The training shall be imparted in five batches as per the date schedule given below.

1. 1st Batch:- 2nd and 3rd September 2024
2. 2nd Batch:- 4th and 5th September 2024
3. 3rd Batch:- 7th and 9th September 2024
4. 4th Batch:-10th and 11th September 2024
5. 5th Batch:-12th and 13th September 2024

The D&DOs and their subordinates registered for the said training programme are required to reach the venue on the specified date and time. The daily time schedule for the said training is 10.00 AM to 4.30 PM. Attendance is compulsory for the trainees registered.

Considering the limited time left before the training schedule, the list of trainees is notified and circulated through official Whatsapp groups of D&DO and RCOs for timely information to all concerned. The list of trainees is also uploaded in the official website of the Finance Department www.sikkimfred.gov.in.

The respective Heads of Offices are requested to relieve the officials registered for the aforesaid training programme from their respective offices in accordance with the training schedule notified herein.

The Resource Controlling Officers of all Works Departments are hereby directed to monitor and to ensure that the notified trainees are relieved as per the notified date schedule for the said training.

The list of absentees (if found) shall be reported to the respective Heads of Departments and office of the Chief Secretary.

Sd/-

(M.C.P. Pradhan)

Secretary Cum Controller of Accounts

Finance Department

Government of Sikkim

GOS/FIN/ADM/A-850/23-24

Memo No. 11-18 FIN/ADM

Dated: 28 /08/2024

Copy for information to:-

1. All Heads of Departments
2. All Officers of Finance Department(HQ)
3. Staff officer to the Chief Secretary for information to the Chief Secretary.
4. All Heads of Accounts under the respective Works Departments
5. All Resource Controlling Officers under the Works Department
6. All D&DO under the Works Department.
7. File & Guard file.


Joint Director of Accounts
Finance Department