

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
MANIPUR, IMPHAL-795 001
कार्यालय प्रधान महालेखाकार (लेखा एवं हक्र), मणिपुर, इम्फाल -795 001

स्थापना (लेखा एवं हक्र)/आदेश संख्या. 110

दिनांक: 03.09.2020

Regional Training Institute (RTI), Shillong is organizing an online training class on the course "Ms-Word" scheduled to be held from 7th – 9th September 2020. The online training class will be of 3 sessions of 1 hour each a day.

Therefore, the following officials are hereby nominated to participate in the online class on the course "Ms- Word" as scheduled above.

1. Shri L. Kritakumar Singh, Accountant (Pension) and
2. Shri H. Sanahal Singh, Clerk/ Typist (Record)

To get familiar with, detailed guidelines on registration of participants in the SAI system, participants guide for online training and course schedule are enclosed herewith for ready reference. Training will be held in the VC Hall (2nd Floor). The participants are instructed to co-ordinate with Shri Th. Shyamkumar Singh, Asstt. Accounts Officer (EDP) in setting up the system for online training class and also for any technical support/ query.

During the course of online class in the VC Hall (2nd Floor) social distancing and mandatory wearing of face mask should be strictly followed/ adhered to.

[Auth: PAG(A&E)'s order dated 3.9.2020 at P/2^N of file No. Estt(A&E) /1-25/TRG/Vol.XIV/2020-21]

ज्ञापन संख्या. Estt(A&E) /1-25/TRG/Vol.XIV/2020-21/440-445

प्रतिलिपि सूचना के लिए:

- 1) PS to Pr. AG(A&E), Manipur
- 2) PA to Sr. DAG(A&E), Manipur
- 3) The Principal Director, RTI, Shillong.
- 4) Sr. AO/ AAO (EDP): He is requested to co-ordinate with the participants during the course of online training for technical support, if any.
- 5) Nominees/ Participants concerned
- 6) O/o File

वरिष्ठ लेखा अधिकारी (प्रशासन)

दिनांक: 3.9.2020



वरिष्ठ लेखा अधिकारी (प्रशासन)