कार्यालय रक्षा लेखा महानियंत्रक

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS

प्रशिक्षण एवं विकास केन्द्र (सेन्ट्राड)

CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)

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No. TD/3494/SF/RTC/Kolkata   **Date: 8th July, 2019**

To,

.   All Controllers

Subject: Selection of SAOs/AOs/AAOs to serve as faculty in RTC Kolkata.

It has been approved by the competent authority to select SAOs/AOs/AAOs as Training Faculty for imparting training to the officers and staff at RTC, Kolkata. SAOs/AOs/AAOs selected for faculty post will be eligible for training allowance in accordance to the extant rules. The volunteers must have very good skill and proven aptitude for training. Before appointment to the post of faculty in above training institute, the volunteering officers would have to undergo screening test conducted by Screening Committee, constituted by HQrs office.

2.   Working experience of factory accounting will be the **desirable condition**.

3.   It is requested to ascertain and intimate the names of volunteers amongst SAOs/AOs/AAOs as per the enclosed format (Annexure-'A') latest by 31-07-2019 positively. Names of the officers retiring up to July 2021 should not be forwarded. This circular may be given wide publicity.

4.   NIL report is also required.

5.   The circular has also been published on CGDA's website for dissemination across the Department.

6.   While forwarding the names, Controllers are requested to furnish their specific recommendations and the APAR Grading for the last 3 years in respect of volunteers for consideration by the Screening Committee.

(Vinod Kumar)
ACGDA (HRD)

Copy to:

1	AN-IV	For information and necessary action as above
2	IT & S Division	For uploading on CGDA's Website

(Vinod Kumar)
ACGDA (HRD)

Selection of SAO/AO & AAO as Training Faculty at RTC Kolkata

Sl.No	Name Rank/Roster No	Date of Birth	Date of Appointment	Academic Qualification	Professional Qualification (if any)	Where serving	Date from which serving	Knowledge of PC	Expertise in following subject	Specialisation in following subject	Whether served earlier in RTCs of delivered lectures as Guest faculty	Details and nature of previous assignment	APAR grading of last 3 years	CDA's Specific recommendations
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15