



कार्यालय रक्षा लेखा महानियंत्रक  
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS  
प्रशिक्षण एवं विकास केन्द्र (सेन्ट्राल्ड)  
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**Important Circular  
(Through CGDA Website)**

No. TD/3331/Circular/2018-19

Dated: 25<sup>th</sup> May, 2018

**CIRCULAR NO - 31**

To,

1. All Controllers
2. All RTCs / NADFM / OTI Gurugram

**Subject: - Induction Training of Newly Recruited Auditors / Clerks.**

**Reference: -** In continuation of HQrs Circular no. 30 dated 08.05.2018.

As per Para - 5 of above Circular, the responsibility was given to PCsDA/CsDA to conduct 6 weeks in house training. While conducting this module, PCsDA/CsDA should use their discretion on the basis of facility & faculties to organise at sub offices (out stations). Joint training programme may be conducted where two or more PCsDA/CsDA are involved.

2. All the Controllers are requested to take action accordingly.


File No. TD/3150/RTCs/TP-2013/2018

Dated: 25<sup>th</sup> May, 2018

  
(Neeraj Agarwal)  
Sr. Dy. CGDA (HRD)

**Copy to:**

1. O I/c (IT & S Wing) \_\_\_\_\_ for uploading the circular on the website of CGDA

  
(Neeraj Agarwal)  
Sr. Dy. CGDA (HRD)