

From

The Principal,  
Accounts Training Institute, Haryana,  
Treasuries and Accounts Department,  
Sinchai Bhawan, "B" Block, 5<sup>th</sup> Floor,  
Sector 5, Panchkula.  
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E-mail : principal.ati.pkl@gmail.com

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Programmer  
(TAA)

Neelam  
23/5/17

To

- (i) District Programme Officers posted at District: Panchkula, Ambala, Kurukshetra, Yamuna Nagar and Karnal only.
- (ii) C.D.P.Os. posted at District HQ Rural/Urban including Blocks:Panchkula, Ambala, Yamuna Nagar, Kurukshetra and Karnal only.
- (iii) D.E.T.Cs. (Tax) : Panchkula, Ambala, Yamuna Nagar, Kurukshetra, Karnal, Kaitha and Panipat only.
- (iv) D.E.T.Cs. (Excise) : Panchkula, Ambala, Yamuna Nagar, Kurukshetra, Karnal, Kaithal and Panipat only.

Memo No. TA-(ATI)2017/142-145

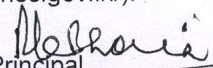
Dated: 3<sup>rd</sup> May, 2017

**Sub: Drawing and Disbursing Officers' Training - 95<sup>th</sup> batch regarding 7<sup>th</sup> Pay Commission, T.A. Rules, Pension Rules, Loans & Advances & other General Rules applicable on 01.01.2016 and from 19.07.2016 respectively, Punishment & Appeal Rules and Conduct Rules.**

Generally Drawing and Disbursing Officers are not aware about the accounts functioning, so in order to build DDOs self confident, it has been decided to provide training of financial rules and other general rules applicable on 01.01.2016 and from 19.07.2016.

1. Training schedule (**duration of training 05.06.2017 to 08.06.2017**)
2. The brief particulars regarding training are as under: -
  - (i) The officer will be entitled to T A./D.A. as per Rule
  - (ii) Reporting time for the training will be 9.00 a.m. to 11.00 a.m. on 05.06.2017.
  - (iii) This Institute does not have any **hostel accommodation** so officers are required to make their own arrangements. However, **lunch and two times tea** will be provided during the training, which will not effect T.A. entitlement mentioned at (i) above.

3. You are, therefore, requested to attend the aforesaid training on due date and time, who are presently working as Drawing and Disbursing Officers or are likely to be given the assignment of Drawing and Disbursing Officer in near future. Kindly intimate the name of the participants accordingly. This letter is also available on the website of Treasury and Accounts, Haryana (<http://www.hrtreasuries.gov.in/>).

  
Principal

Accounts Training Institute, Haryana  
Treasuries and Accounts Department(FD),  
Sec. 5, Panchkula.

Endst. No. TA-(ATI)2017/ 146-147

Dated: 3<sup>rd</sup> May, 2017

Copy of the above is forwarded to the following for information and necessary action please:-

1. Director, Women and Child Development Department, Haryana, Panchkula.
2. Excise and Taxation Commissioner, Haryana, Panchkula .

  
Principal

Accounts Training Institute, Haryana  
Treasuries and Accounts Department(FD),  
Sec. 5, Panchkula.