



GOVERNMENT OF SIKKIM
FINANCE, REVENUE AND EXPENDITURE DEPARTMENT
GANGTOK

NO: 454 /Fin/Adm

Dated 25 /07/2013

To
The Heads of Departments
Government of Sikkim
Gangtok

Sub: Compulsory Training on Financial Management & Accounting

Sir/Madam,

On the request of the Finance, Revenue & Expenditure Department the Accounts & Administrative Training Institute (AATI), Gangtok has agreed to organize a full day refresher course on Financial Management & Accounting for the members of the Sikkim Subordinate & Accounts Service (SSAS) personnel. The training will be a full day course ie from 10.00 am to 4.00 pm for each day and is scheduled for the following dates:

- i) 12th to 17th August 2013
- ii) 26th to 31st August 2013
- iii) 23rd to 27th September 2013
- iv) 11th to 15th November 2013
- v) 9th to 13th December 2013

All SSAS personnel are to undergo atleast one training course during the probationary period after promotion to a higher post. With this in mind, we have made it compulsory for all the selected individuals to report for the training course.

The list of persons selected to undergo the one-week training along with their period of training is enclosed at ANNEXURE. You are hence kindly requested to depute the Accounts Staff of your Department for the training at AATI on the appointed date.

Thanking you.

Yours faithfully

Sd/
(M.G. Kiran)
Commissioner cum Secretary
Finance Revenue and Expenditure Department

Encl : ANNEXURE