

(ONLY D.D.O. TRAINING)

From

The Principal,
Accounts Training Institute, Haryana,
Sinchai Bhawan, "B" Block, 5th Floor,
Sector 5, Panchkula.
Tele: 0172-2573875
E-mail : principal.ati.pkl@gmail.com

To

1. Director, Development and Panchayat, Department Haryana, Sec. 28, Chandigarh. (Please depute not more than 8 BDPOs) from from your department who exercises DDO powers)
2. Director, Employment Department, Haryana, Panchkula. (not exceeding 8 District Employment Officer from your department).
3. Director General, Agriculture and Farmers Welfare Department, Haryana, Panchkula. not more than 8 Dy. Directors (Agri) or equivalent (officers from district).
4. Director, Social Justice and Empowerment Department, Haryana, ~~Panchkula~~ Chandigarh. (to depute 8 DSWOs from your department).
5. Director General, Animal Husbandry, Haryana, Panchkula. (not more than 8 officers who are exercising DDO power from your department).
6. Director, Industries and Commerce, Haryana, Chandigarh. (to depute not more than 8 officers who are exercising DDO power from your department.).

Memo No. TA-(ATI)2017/

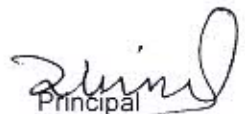
Date:

Sub: Special Drawing and Disbursing Officers' Training – 102nd batch from 11.10.2017 to 13.10.2017.

It has been decided by this Institute to impart training to the DDOs, who are posted in District/HQ regarding new Rules framed by the Finance Department and Chief Secretary, Haryana applicable w.e.f. 19.07.2016. The lecture will be delivered on following topics: -

- (i) **Punishment & Appeal Rules, 2016**
- (ii) **Revise T.A. Rules, 2016 applicable from 19.07.2016**
- (iii) **G.P.F. Rules, 2016**
- (iv) **Joining Time on Transfer applicable w.e.f. 19.07.2016**
- (v) **Leave Rules 2016.**
- (vi) **R.T.I./C.M. Window**
- (vii) **Medical Reimbursement Policy**
- (viii) **Govt. Accommodation Rules, 2016**
- (ix) **Pension Rules, 2016**
- (x) **Govt. purchase Policy.**

- (1) There is no hostel facility in the Institute during training period.
- (2) **Lunch and two times tea** will be served to the trainees during training days.
- (3) T.A./D.A. shall be admissible as per rule.
- (4) Trainees are requested to reach in the Institute on 11.10.2017 from 9.00 a.m. to 10.30 a.m. for registration positively.
- (5) Kindly intimate/upload the names of participants on E-mail of this Institute accordingly. This letter is also available on the website of Treasury and Accounts, Haryana (<http://www.hrtreasuries.gov.in/>).


Principal
Accounts Training Institute, Haryana
Sec 5, Panchkula.
12.9.17