

अंडमान तथा निकोबार प्रशासन
Andaman and Nicobar Administration
मुख्य वेतन तथा लेखा कार्यालय
Chief Pay and Accounts Office
श्री विजयपुरम / Sri Vijaya Puram -744101

OFFICE ORDER 309

dt 19/08/2026

In continuation of this office's Office Order No.307 dated 19/08/2026 whereby the SAKSHAM – CPAO Training Wing was constituted for capacity building in financial and service-related matters, and with a view to ensuring effective coordination, planning and conduct of the training programmes of the said Training Wing, **Shri M Mohammed Ashraf, Sr. Accounts Officer** is hereby designated as the Nodal Officer (Training) for SAKSHAM – CPAO Training Wing with immediate effect in addition to his own duties until further orders and the Consolidation Section of this office shall assist the Nodal Officer (Training) in discharge of his duties relating to the SAKSHAM – CPAO Training Wing.

The Nodal Officer (Training) shall, inter alia, be responsible for the following:

- i. Coordinating the planning, scheduling and conduct of training programmes, workshops and capacity-building sessions under SAKSHAM – CPAO Training Wing.
- ii. Coordinating with faculty members and subject matter experts, both internal and from other Departments/Institutions.
- iii. Maintaining records of training calendars, nominations, attendance and feedback of the training programmes.
- iv. Submitting periodic reports on the functioning of the Training Wing.

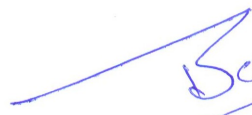
(S. DASGUPTA)

Director of Accounts & Budget
F.No.Trg-221/2/2026-CONS-CPAO_AN

Office Order Book:-

Copy to

1. The PS to Secretary (Finance) for kind information of Secretary (Finance).
2. All Heads of Departments, A&N Administration.
3. All PAOs under Chief Pay & Accounts Office, A&N Administration, Sri Vijaya Puram.
4. Shri M Mohammed Ashraf, Nodal Officer (Training), SAKSHAM – CPAO Training Wing.
5. Office Order file / Office copy.


19/8/26