

**ADMINISTRATIVE TRAINING INSTITUTE
GOVERNMENT OF ARUNACHAL PRADESH
D-SECTOR: NAHARLAGUN, PIN NO.-791110
Email Id: atidir@rediffmail.com/atiaruanchal@gmail.com
Website: www.ati.arunachal.gov.in**

No. ATI (TRG.)-30/2026 / 239-47

Dated Naharlagun the....June' 2026

To

1. The Secretary (SAD)
Govt. of Arunachal Pradesh,
Itanagar.
2. All Head of Offices
Directorate of /Chief Engineer
Govt. of Arunachal Pradesh,
Itanagar/Naharlagun/Nirjuli.

Sub: - 03 (three) days Training Programme on "General Financial Rules (GFRs) and Public Procurement" for the DDOs/Officers in-charge of DDO, Accounts Officers, Accountants, Head Assistants, Cashiers and Member of Tender Committees of Govt. of Arunachal Pradesh within the Capital Complex from 06th to 08th July' 2026 Nomination of Participants thereof;

Sir/Madam,

Administrative Training Institute (ATI), Govt. of Arunachal Pradesh, Naharlagun will conduct 03(three) days Training Programme on "General Financial Rules (GFRs) and Public Procurement" for the DDOs/Officers in-charge of DDO, Accounts Officers, Accountants, Head Assistants, Cashiers and Member of Tender Committees of Govt. of Arunachal Pradesh within the Capital Complex from 06th to 08th July' 2026. The programme is sponsored by the Department of Personnel and Training, Govt.of India, New Delhi under its Plan Training Assistance for the year 2026-2027.

The main objective of the training programme is to develop understanding of GFR provisions, procurement, procedures and financial discipline in government expenditure.

Further, the programme seeks to strengthen the financial management capabilities of Officers dealing with Finance matters by enhancing their conceptual understanding and practical skills related to financial administration, compliance, and effective utilization of public funds.

Sl. No.	Name of the Nominating Authority	Level of participants	No. of slots
1.	Secretary (SAD), Govt. of A.P, Itanagar.	DDOs/DDOs in-charge, AOs, Accountants Cashiers and Member of Tender Committees.	02 Nos
2.	All Head of Offices, Itanagar/Naharlagun/Nirjuli.	-do-	02 Nos.

The total number of participant is restricted to 30 (Thirty) only on “**first come first serve basis**”. Therefore, the nominating authorities are requested to forward their nominations on or **before 30th June’ 2026 alongwith mobile no. of nominees at the email ID & website given in the letter ahead above.** A copy of Nomination Form is enclosed. The nominating authorities and nominees should confirm their selection before joining the Programme through the following persons:-

1. Shri Sange Tsering, Deputy Director -cum-Course Coordinator 8974598333
2. Smti Hage Yapa, SPA to Director ATI- 9615287487
3. Smti Chenga Lhamu (DA) ATI-9862174197

The Officers attending the program course are treated as on duty and they must report to ATI by **9:00 A.M on 06th July’ 2026**. The registration will close at 9:45 AM and no late registration will be entertained beyond the stipulated time.

Sd/-

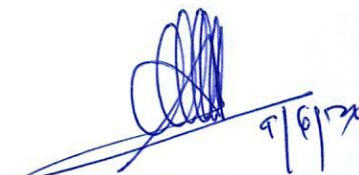
Bittu Kri

I/C. Director (Training)

Administrative Training Institute,
Naharlagun

Memo No. ATI (TRG.)-30/2026 / 229-47 Dated Naharlagun, the 9th June 2026
Copy to:-

1. The Secretary (AR & Training), Govt. of Arunachal Pradesh, Itanagar for information.
2. The SPA to Director ATI for information and necessary action.
3. Shri Sange Tsering Deputy Director-cum-Course Coordinator for information and necessary action.
4. Smti Chenga Lhamu (DA), ATI for information and necessary action.
5. Shri Nani Tanyang (LDC), ATI for information.
6. The Office copy.



(Bittu Kri)

I/C. Director (Training)

Administrative Training Institute,
Naharlagun

NOMINATION FORM

1. Programme title :
2. Name of the Institute :
3. Venue :
4. Programme Dates :
5. Name of the Candidate :
- (in capital latter)
6. SC/ST/OBC/OTHERS :
7. Date of Birth :
8. Designation :
9. Pay Scale :
10. Basic Pay :
11. Academic Qualification :
12. Professional Qualification(if any) :
13. Address for the Communication (With PIN) :
- Fax No. Phone No. (Office) : Phone No. (Resi):
- Brief Description of the duties of the officer:

(Signature of the Candidate)

Place:

Date:

TO BE FILLED IN BY THE SPONSORING AUTHORITY

Certified that:-

- (a). The particulars given above are correct.
- (b). Due care has been taken of the training needs of the officers nominated with reference to his present/future duties vis-à-vis the contents of the course.
- (c). The officer, if selected, will be relieved on full- time basis for attending the programme.

Address of communication to sponsoring Organization:

PIN

PHONE

FAX

Place:

Date:

Signature of the Sponsoring Authority with Seal