

"A"Circular



भारत सरकार /Government of India
संचार मंत्रालय /Ministry of Communications
दूरसंचार विभाग /Department of Telecommunications
राष्ट्रीय संचार अकादमी – वित्त/National Communications Academy-Finance
महरौली गुड़गांव रोड, घिटोस्नी/Mehrauli Gurgaon Road, Ghitorni
नई दिल्ली-110047/ New Delhi-110047

No. 8-94/NCA-F/TAR/Ind.Trig.AAOs (30th Batch)/2026-27

Dated: .03.2026

Sub.: Conduct of AAO Induction Training (30th Batch) from 20.04.2026 to 12.06.2026.

The National Communications Academy – Finance is going to conduct Induction Training (30th Batch) for Assistant Accounts Officers recruited through LDCE–2022 & LDCE - 2024. The details of the training program are as under:

Course Name	: Induction Training for AAOs (30th Batch)
Duration	: Eight Weeks
Period	: 20.04.2026 to 12.06.2026
Venue	: Academic Block, (Lecture Hall No-G-29), NCA-F, Ghitorni, New Delhi-110047
Mode of Training	: Offline mode
Last Date for receipt of nomination	: 10.04.2026

2. Course Description:

The 2nd Administrative Reforms Commission has strongly recommended that it is necessary to build the capacity of all officers through Induction Training, before they are assigned any responsibilities. The ARC has also recommended that in addition to training on specific subjects, emphasis should be given to courses that will orient the officers and staff to be citizen friendly and service oriented. The recommendations have been accepted by the Government of India and the same thoughts are also reiterated in the new National Training Policy, 2012.

3. Learning Objectives:

Topics concerning the roles and responsibilities of Assistant Accounts Officers in Department of Telecom and Department of Posts shall be included under various training modules such as:

(1) Telecom Module (2) Postal Module (3) Financial Management in Government (4) DDO Module (5) Administration Module (6) IKS Module (7) Government Accounting and Auditing (8) IT Skills (9) Office Management (10) Soft Skills and Hands on training on SAMPANN, e-Office, LIMBS etc. (11) Behavioral competencies. It will also include special topics such as Government 2.0 vision; Mission Karmayogi, Cyber security, Forensic auditing etc.

4. Target Population:

Assistant Accounts Officers (Annexure 'A'), recruited through LDCE-2022 & LDCE-2024 and presently posted in Department of Telecommunications and Department of Posts.

Overall In-charge of training	Dr. Mandeep Singh, DDG (Mob:9417500016)
Course Director	Ms. Pooja Gupta, Director (Mob:8810455467)
Course Coordinator	Ms. S Uma Devi, AAO (Mob: 9346321867)
Dy.Course Coordinator	Sh.Gadadhar Rath, AAO(Mob:9437160036)
Contact email-Id	nicf.moc@gov.in

5. The Controlling officers are requested to relieve the AAOs enlisted in Annexure 'A'.
6. The contact telephone numbers/Mobile numbers and official email IDs of the nominated officers are to be mentioned in the nomination letter for better coordination in all training related matters.
7. Enlisted/nominated officers may book travel tickets on receipt of confirmation from NCA-F.
8. Accommodation and meals will be provided to the trainees at the hostel of the training campus.
9. A detailed advisory regarding decorum and essentials shall be issued separately.
10. The trainees are advised not to bring their families during the training program. Request for providing Hostel accommodation to the family members, during training period, will not be considered under any circumstances.
11. All participants should carry government email IDs.
12. This training is mandatory for all enlisted officers. Exemptions shall be considered only under exceptional circumstances, subject to the approval of the Competent Authority, i.e. Sr. DDG (PAF), DoP HQ, New Delhi.

This issues with the approval of the Competent Authority.

Encl.: Annexure 'A'


पाठ्यक्रम निदेशक/Course Director

To,

The CGCA,
The Sr. DDG (PAF), DoP HQ,
The concerned Pr. CsCA/CsCA,
The concerned GM (F)/DAP

Copy to:

1. Sr. PPS to Member (F), Digital Communications Commission, Sanchar Bhawan, New Delhi.
2. PPS to Advisor (F), DoT (HQ), Sanchar Bhawan, New Delhi.
3. PS to DDG (E&TF), DoT (HQ), Sanchar Bhawan, New Delhi.
4. PS to Jt. CGCA (C&A), New Delhi.
5. PS to Director (SEA/Trg. & Fin.), DoT (HQ), Sanchar Bhawan, New Delhi.
6. PS to Director (PA-Coordination Training), DoP (HQ), Dak Bhawan, New Delhi.
7. PS to Director (TER)/(TPR), NCA-F, Ghitorni, New Delhi

Annexure -A

Induction Training of AAOs- LDCE 2024 (30th Batch)			
SL. NO.	STAFF NO.	NAME OF THE OFFICER	PLACE OF POSTING
1.	12030	SUBHA S	PAO TAMIL NADU
2.	12031	SATYAM NEMA	PAO MADHYA PRADESH
3.	12032	MAMIDI SRINIVAS	PAO TELANGANA
4.	12033	PREETI MANCHANDA	DOT HQ
5.	12034	DILIP KUMAR JAKKULA	PR. CCA TELANGANA
6.	12035	RAJESH KUMAR	PAO RAJASTHAN
7.	12036	VIPIN	NCA-F
8.	12037	JYOTHSNA CHELIMALLA	PAO TELANGANA
9.	12038	AMIT KUMAR SINGH	PAO UTTAR PRADESH
10.	12039	GUNJAN NAG	PAO WEST BENGAL
11.	12041	SOMBIR SINGH	CGCA NEW DELHI
12.	12043	ANKUR NAYAK	CCA MADHYA PRADESH
13.	12044	PAVANI KGAIKHA	PAO ANDHRA PRADESH
14.	12045	SANGEETHA S	PAO KARNATAKA
15.	12046	AAKASHNEEL MUKHOPADHYAY	CCA WEST BENGAL
16.	12047	MARUTHI MANOHAR B	PAO ANDHRA PRADESH
17.	12048	VIVEK KUMAR	PAO BIHAR
18.	12049	AMIT SINGH	DOT HQ
19.	12051	HEMANT KUMAR TAMRAKAR	PAO CHHATTISGARH
20.	12052	RAMNIWAS	PAO HARYANA
21.	12053	ANKUSH GAJANAN INGLE	PAO MAHARASHTRA
22.	12055	BHARAT KATARIA	CCA PUNJAB
23.	12056	SHYAM MOHAN GUPTA	PAO UTTARAKHAND
24.	12057	VAIBHAVI KARTIK VYAS	PAO GUJARAT
25.	12059	SUMESH M	CCA KARNATAKA
26.	12060	JAYADEV V G	PAO KARNATAKA
27.	12061	MIT GAUTTAMBHAI PANDYA	CCA GUJARAT
28.	12062	MINAL PRAVINKUMAR UNADKAT	PAO GUJARAT
29.	12064	SANDEEP KUMAR	RAKNPA
30.	12065	SREEVISAKH JAYAN	CCA KARNATAKA
31.	12068	VIJAY LAKSHMI JOSHI	PAO DELHI
32.	12069	NAVEEN SONI	PAO PUNJAB
33.	12070	NABAMITA SAHA	PR. CCA KOLKATA
34.	12081	ROOPALI TITGAIEN	PAO DELHI
35.	12082	AMIT SIKDAR	PAO WEST BENGAL
36.	12090	SANGBARAN DUTTA	PAO ASSAM
37.	12094	HIRDESH KUMAR JAIN	PAO MADHYA PRADESH
38.	12095	ASHUTOSH THAKUR	PAO HIMACHAL PRADESH

39.	12096	PRAVEEN KUMAR MISHRA	PAO UTTAR PRADESH
40.	12115	ARUNPRAKASH G	PAO UTTARAKHAND
41.	12127	SANOJ KUMAR	PAO BIHAR
42.	12136	AMLAN DEEP SARMAH	PAO ASSAM
43.	12138	DHANYA V S	PAO TAMIL NADU
44.	12139	POORNIMA V	PAO NORTH EAST
45.	12153	PRAVEEN KUMAR	PAO HIMACHAL PRADESH
46.	12155	SATNAM SINGH	PAO PUNJAB
47.	12168	SHREYA PRASAD	PAO JHARKHAND
48.	12171	RATNAKAR SAHOO	PAO ODISHA
Induction Training of AAOs- LDCE 2022 (30th Batch)			
1.	12460	SAI KRISHNA KOMMANA	PR. CCA TELANGANA
2.	12459	ATAL MISHRA	DoP HQ
3.	11868	USHA RANI KASERA	CCA ODISHA
4.	11933	BHRIGU CHATTERJEE	PR. CCA DELHI
5.	11934	UPENDRA CHEEMAKURTHI	PAO CHHATTISGARH
6.	11936	SUSHEELA CHOWDARY	PAO HARYANA
7.	11955	SUNAKSHI TIWARI	DOP HQ
8.	11972	UMESH SHARMA	CCA HIMACHAL PRADESH