



PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Regd. Office: PSEB, Head Office, The Mall, Patiala-147001, Punjab, India)
Corporate Identity Number - U40109PB2010SGC033814,
Office of CFO, A&R Section, Shakti Sadan, Patiala
E-mail: dy-cao-a-r@pstcl.org.

To

1. C.E./SLDC PSTCL, Patiala.
2. Dy. CE/SE P&M Circle, PSTCL, Amritsar.
3. Dy. CE/SE P&M Circle, PSTCL, Bathinda.
4. Dy. CE/SE P&M Circle, PSTCL, Jalandhar.
5. Dy. CE/SE P&M Circle, PSTCL, Ludhiana.
6. Dy. CE/SE P&M Circle, PSTCL, Patiala.
7. Dy. CE/SE Civil Maintenance Circle, Jalandhar.
8. Dy. CE/SE Civil works circle, Patiala.
9. Dy. CE/SE Grid Construction Circle, Ludhiana.
10. Dy. CE/SE TLSC circle, Patiala.
11. Dy. CE/SE S&D, Patiala.
12. Dy. CE/SE Planning & Communication circle, Patiala.
13. CAO/Finance & Audit, PSTCL, Patiala.

Memo No: 02-14 /CFO/A&R-147

Dated: 02.01.2019

Subject: Training Program for voucher level online new accounting software on dated 09.01.2019 at 11:00 A.M in the conference room, Shakti Sadan, Patiala and to fix the schedule of imparting such training to all other users in the field.

Previously a demo/training regarding awareness and implementation of voucher level online accounting software was provided to one division of each circle (including head quarter offices) in the month of March, 2018 at Shakti Sadan, Patiala, PSTCL.

Now to implement the above new system from 01.04.2019 (i.e. voucher level online accounting software) in all accounting units of PSTCL, a meeting/training has again been arranged along with IT Department of PSTCL **on dated 09.01.2019 (Wednesday) at 11:00 A.M. in the conference room of PSTCL**. The very purpose of this training is to understand the new accounting software/package and further imparting such type of training/demo to all other users in PSTCL, so that the new voucher level accounting software is successfully implemented at all levels from April 2019 onwards.

Therefore, it is requested to kindly depute Accounts Officer or AAO/Any accounts personnel (to be deputed where no AO is posted till date) of your circle/office along with one expert divisional accountant of any division to attend this training/meeting, positively. **AO or AAO/such deputed accounts personnel will be responsible for imparting further such training to the divisional accountants/other users of all the divisions (accounting unit) falling under your control.** The schedule/program for imparting further such training in the field to other users will also be fixed.

This issues with the approval of Chief Financial Officer, PSTCL Patiala.

Sd/-
Dy. CAO/A&R,
PSTCL, Patiala

CC:

15-19
02.01.19

1. E.I.C./HIS&D, Patiala for information, please.
2. C.E./TS, Patiala for information, please.
3. C.E./P&M, Ludhiana for information, please.
4. D.G.M./IT for information and necessary action (as per discussion with your goodself), please.
5. SE/HR & Admn. for information and issuing necessary instructions to the staff for making arrangements in the conference room for above mentioned training, please.