



Pt. Chiranjilal Sharma Govt. College, Karnal (Haryana)

(Affiliated to Kurukshetra University, Kurukshetra)

Ref. No. GCK/2024/Notice/68

Date: 07/10/2024

Urgent Notice

Divisional Training Centre HIPA, Rohtak is going to organize a DoPT Sponsered Training Program on e- Governance and Information Technology, e- Salary, e- Billing and Human Resource Management form 08.10.2024 to 10.10.2024 in PT.C.L.S. Govt.College, Karnal. The Venue of the Training is Conference Hall in PG Block (First Floor). The Staff Members of this college will attend the training from 9:30 A.M onwards as per list attached.

Participants List & schedule attached.


Principal
Pt. Chiranjilal Sharma
Govt. College, KARNAL



Ph: 0184-2201555, 2204456 E-mail: gckarnal@gmail.com

75
आजादी का
अमृत महोत्सव

List of Participants for HIPA Training Program at PT.Chiranji Lal Govt.College, Karnal

on e- Governance and IT, e-salary, e- Billing, & HRM from 08.10.2024 to 10.10.2024

Sr. No	Name	Designation	Subject
1	Dr. Surender Nagia	Associate Professor	Commerce
2	Dr.Subhash Chander	Associate Professor	Computer Sc.
3	Ms. Kamlesh Rani	Associate Professor	Commerce
4	Dr. Jarnail Singh	Associate Professor	Geography
5	Dr. Balwan Singh	Associate Professor	Geography
6	Mr.Anil Garg	Associate Professor	Commerce
7	Dr. Ram Dhan	Associate Professor	History
8	Dr. Naresh Kumar	Associate Professor	English
9	Dr. Rakesh Yadav	Associate Professor	History
10	Dr. Sunita Chopra	Associate Professor	Commerce
11	Dr.Sneh Yadav	Associate Professor	History
12	Dr. Kiran Dalal	Associate Professor	English
13	Ms. Sarita Arya	Associate Professor	Sanskrit
14	Dr. Naresh Kumar	Associate Professor	Economics
15	Dr. Kanwar Bhan	Associate Professor	Geography
16	Dr. Vinod Chahal	Associate Professor	Phy. Ed.
17	Dr. Ranjeet Singh	Associate Professor	Botany
18	Dr. Parveen Vats	Associate Professor	Zoology
19	Dr. Rajesh Mehra	Associate Professor	Psychology
20	Mr. Rajpal	Associate Professor	Economics
21	Dr. Nutan Garg	Associate Professor	English
22	Dr. Upender Sethi	Associate Professor	Commerce
23	Dr. Yash Pal	Associate Professor	Phy. Ed.
24	Dr. Kanwarjeet Malik	Associate Professor	Commerce
25	Dr. Rajesh Ranhja	Associate Professor	History
26	Dr. Ritu Jaglan	Associate Professor	Computer Sc.
27	Dr. Nidhi Sharma	Associate Professor	Mathematics
28	Ms. Mona Batra	Associate Professor	English
29	Dr. Adarsh Singh	Associate Professor	Computer Sc.
30	Dr. Navpreet Kaur	Associate Professor	Computer Sc.
31	Mr. Balbir Singh	Deputy Supdt.	Office
32	Ms.Sonia	Assistant	Office
33	Ms.Priti	Clerk	Office

Ry
07/10/2024

Principal

Pt. Chiranji Lal Sharma
Govt. College, KARNAL

**HARYANA INSTITUTE OF PUBLIC ADMINISTRATION
DIVISIONAL TRAINING CENTRE, HIPA, ROHTAK**

**DoPT Sponsored Training Programme on e- Governance and Information & Technology,
e-Salary, e-Billing & Human Resource Management
from 08.10.24 to 10.10.24**

Venue: - Pt. Chiran ji Lal Government College KNL

Date/Day/Time	Topic	Faculty
08.10.2024 (Tuesday)		
09.30AM-10.00 AM	➤ Registration Online	Vishnu Dass
10.00AM-11:15 AM	➤ An Overview about Training Course ➤ General Conditions of Service ➤ Maintenance of Service Book & Joining Time	V.P. Asija
11.45 AM to 01.00 PM	➤ HRMS & e- Governance	Dr. Lalit Kumar
02.00 PM to 03.15 PM	➤ Online Budget: - ➤ e-salary, e-billing, e-payment	Dr. Lalit Kumar
03.30 PM to 04.45 PM	➤ Leave Rules	V.P. Asija
09.10.2024 (Wednesday)		
10.00AM-11:15 AM	➤ Pay and ACP Rules ➤ Fixation of Pay on 1 st appointment ➤ Fixation of Pay on Promotion/Grant of ACP. ➤ Grant of Increment ➤ Punishment of withholding of increment	Rajesh Kumar
11.45 AM to 01.00 PM	➤ Purchase Procedure	Rajesh Kumar
02.00 PM to 03.15 PM	➤ Medical Re-imbursement Policy	Rajesh Malik
03.30 PM to 04.45 PM	➤ NPS	Rajesh Malik
10.10.2024 (Thursday)		
10.00AM-11:15 AM	➤ Deduction of Tax at Source ➤ Practical illustration on Computation of Income Tax	V.P. Asija
11.45 AM to 01.00 PM	➤ Pensionary benefits admissible on retirement	V.P. Asija
02.00 PM to 03.15 PM	➤ Practical illustration on Pension, DCRG and Leave Encashment	V.P. Asija
03.30 PM to 04.30 PM	➤ Question and Answer Session ➤ Evaluation and Feed back	V.P. Asija

Timing of Lunch: - 01.00 PM to 02.00 PM and Tea Break 11.15 AM to 11.45 AM and 03.15 PM to 03.30 PM

Faculty with Address House

In House Faculty

Ms. Chandralekha Mukherjee
Director General
HIPA, Gurugram

Sh. V.P. Asija
Principal
Divisional Training Center,
HIPA, Rohtak
Ph: 8930096247

Dr. Lalit Kumar
Assistant Professor, Finance
Management HIPA, Gurugram
Mob. 9416382720

Guest Faculty

Sh. Rajesh Kumar
Chief-Accounts Officer
University of Health Sciences, Rohtak
Ph: 9467171067

Sh. Rajesh Malik Accounts Officer
Finance Department
Mob. No. 9416391374